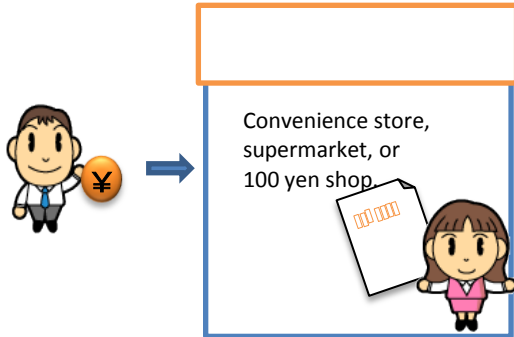


Resume screening process

The employer will screen your resume (profile) prior to an interview.

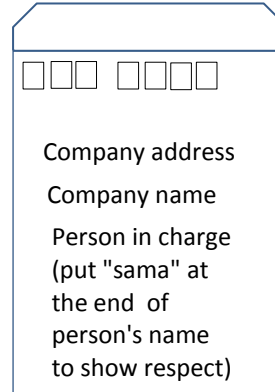
STEP 1

Buy an A4 size envelope at a convenience store, supermarket, or a 100 yen shop.



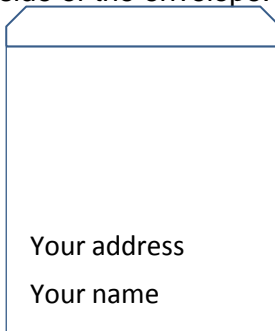
STEP 2

Write down the post code, address, company name and person in charge on the front side of the envelope.



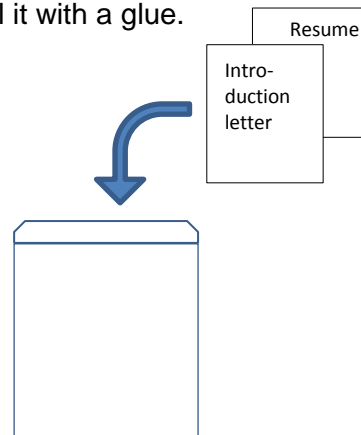
STEP 3

Write your address and name on the back side of the envelope.



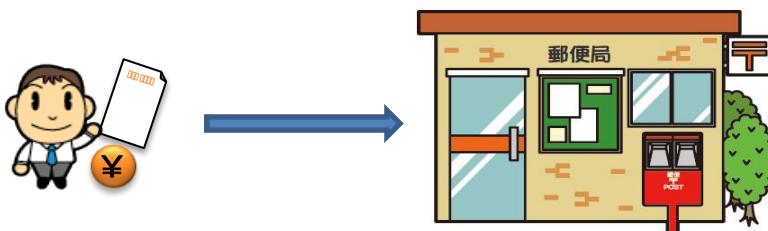
STEP 4

Enclose the documents without folding them and seal it with a glue.



STEP 5

Take the envelope to the post office, pay for the postal stamp and hand the envelope to the office staff. If you are not sure how much it costs, ask the staff there.



★ There is a post office on the 1st floor of Chunichi Building.

STEP 6

Wait until the employer contacts you.