

Instructions for Candidates

1. Visit **services.dectmeg.nic.in** and click "**Register as Jobseeker**" on the home page.
2. For New Candidates:-
 - i. Click the "**New**" tab on the Candidate Sign Up page.
 - ii. Enter your **Email ID, Username, and Password** to create your account.
**Do not use spaces while creating your Username.*
3. For already registered Candidates:-
 - i. Click the "**Existing**" tab and enter your **Employment Exchange Name, Registration Number, and Date of Birth** to validate.
 - ii. Once validated, enter your **Email ID, Username, and Password** to create your account.
**Do not use spaces while creating your Username.*
4. Note down your Username and Password and keep them safe for future reference.
5. Log in with your new credentials and proceed to fill the registration form.

Note: Multiple registrations will not be accepted.

Before You Begin

- Keep all required documents ready in clearly scanned digital format as listed below.

Personal Details

- Enter your name exactly as it appears on your class 10th Admit Card/ Marksheet.
- Check spellings carefully — errors will result in the application being returned.
- Provide an active email ID and mobile number for all communications.

Filling the Form

- All fields marked (*) are mandatory — do not leave them blank.
- Use capital letters where instructed; avoid abbreviations unless specified.

Qualification Section

- Enter qualifications from lowest to highest.
- Give first preference to your highest qualification.
- Upload marksheets individually in each qualification slot — do not merge files.
- School Certificate to be countersigned by the District School Education Officer(For Under Matric Candidates)

Documents to be Uploaded

Ensure all files are clearly scanned and meet the specifications below before uploading

#	Document	Accepted Formats	Max Size
1	Photograph — recent, clear, plain light background	JPG, PNG	1 MB
2	Age Proof — Birth Certificate / Class 10th Admit Card / School Certificate (for under Matric candidates)	JPG, PNG	1 MB
3	Community / Caste Certificate	PDF, JPG, PNG	1 MB

#	Document	Accepted Formats	Max Size
4	Voter ID (for candidates aged 18 and above)	PDF, JPG, PNG	1 MB
5	Other Certificates (if applicable) — Disability Certificate & Unique ID, Training/Computer Certificate, Experience Certificate	PDF, JPG, PNG	2 MB
6	Marksheets — Upload separately in each qualification slot	PDF, JPG, PNG	1 MB

- Upload each document in its designated field only.
- Do not upload password-protected or corrupted files.
- Disability Certificate and Unique ID must be uploaded together where applicable.
- Do not merge marksheets — upload each one separately in the respective qualification slot.

Review & Submission

- Use the Preview option to verify all entries before submitting.
- Submissions cannot be edited until verified, approved, or returned to the candidate.
- If the application is returned, make corrections as per the verifier's remarks and resubmit.

Important

- Do not share your login credentials or OTP with anyone.
- The office is not responsible for incomplete or incorrect submissions.