



# HOW DO I REGISTER ON THE STATS SA HR RECRUITMENT DATABASE?

1 Go to

<https://apps.statssa.gov.za/HRRecruitment/Default.aspx>

2 Click on "register"

- Don't have an account yet? **Register**
- Have an account? **Log in**

3

Complete the requested information and set up your password. You will use your ID number and password to login to the system if you need to update your details.

HR Database Registration

Step 1 of 8

Account Information

Please note: ID number will be used as your username when you login.

4

Enter the security code in the box and click "next"

Enter the security code

496690

496690

Next

6

Upload your proof of residence. For more information, go to:

<https://census.statssa.gov.za/wp-content/uploads/2021/11/How-to-upload-proof-of-address.pdf>

This is the only document you will need to upload

HR Database Registration

Step 3 of 8

Account Information

Please upload each document separately (Make sure your files are either pdf, jpeg, jpg, png, tif. Total maximum size for all files is 3mb)

Please do not upload CV or tertiary qualifications. You are only required to upload one of the documents listed below.

5

Complete your address details. There is a YouTube video you can watch if you get stuck

HR Database Registration

Step 2 of 8

Home Address

7

Complete your personal information.

HR Database Registration

Step 4 of 8

Personal Information

8

Complete your educational details.

HR Database Registration

Step 5 of 8

Educational Details

9

Tell us what languages you speak, read and write

HR Database Registration

Step 6 of 8

Language Proficiency

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Tell us about your work experience

HR Database Registration

Step 7 of 8

Work Experience

11

Check your information is correct, tick the "I agree" box and click on "Submit"

Final declaration

I hereby declare that the above mentioned particulars are correct and I fully understand that supplying false information amounts to misrepresentation and will lead to my immediate disqualification from any future work opportunities within Statistics South Africa

I hereby give Statistics South Africa consent to use or share my personal information for any other recruitment purposes that may arise.

I agree

Submit

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**Congratulations!** You have completed your registration on the Stats SA HR Recruitment Database. You will receive a unique code that you should use as a reference when you correspond with us. You will also be able to see your unique code on the system.



If you get stuck on any of the steps, contact the call centre on 0800 110 248 for assistance.

Improving lives through data ecosystems



stats sa

Department:  
Statistics South Africa  
REPUBLIC OF SOUTH AFRICA

