

Working at Tetra Pak/Apply online Instructions

Welcome to Apply online. View our current job list, search for specific positions or add your Candidate Profile to our database. Read more below.

To apply or send your profile, have a copy of your resumé/CV at hand so you are able to provide all the information requested.

Submit a profile

To maximise the effectiveness of your application experience, please complete a profile before you begin applying to jobs. Each time you apply to a position in the future, the application form will automatically incorporate existing information from your profile. Completing your profile will also help recruiters match your qualifications to any job opportunities we may have in the future. You can also choose to be notified of available openings that match your profile.

On the "[Submit your profile](#)" page you can submit or update your Candidate Profile. Select the language you would like to submit your resume/CV. Should you wish to be considered for roles in more than one country we suggest you submit in English.

Register as a new user (see First time visitor below) or enter your username and password if you are a returning user (see Returning visitor below).

Finding a job

On the "[Our open positions](#)" page you'll find a list showing our open positions. On the "[Student Job Opportunities](#)" page you'll find a list showing our special student job opportunities.

Our jobs lists can be viewed in different languages. Select your preferred language but please note that only jobs posted in the selected language will appear. To view all open positions select 'English'.

Browse the Job list or use Job search to find a job based on Tetra Pak location, type of position or job category. You can also use keyword search which help identify opportunities within job descriptions and qualifications that match your criteria.

When you have found a job, click on the Job Title to view the Job description.

If your search does not identify any current job opportunities based on your search criteria, you are welcome to submit your profile as a prior application.

Apply for a job

Click on the "[Apply Online](#)" button on the Job description page. Register as a new user (see First time visitor below) or enter your username and password if you are a returning user (see Returning visitor below). Each time you apply to a position, the application form will automatically incorporate existing information from your profile.

We will ask you to complete some basic details about yourself and to answer some questions specifically related to the job you are applying for. The purpose is to match your skills and experience to your chosen job opportunity.

Finalizing your application

During the application process, please note that your information is saved on a page per page basis every time you click Save or Continue at the bottom of a page. I.e. you can always interrupt the application process and continue at later time but please note, your profile/application will not

be handled by a recruiter until all pages are completed. When applying for a position you will get a message that says "Thank you for applying @ Tetra Pak." This confirms you have finalized the application. When submitting a Profile you will get a message that says "Congratulations." This confirms that you have completed your profile.

First time visitor

If this is your first visit you will need to create a personal account (username and password). On the Login Page click on "Registration" below "New User" to create the account. Remember username and password, you will need it when applying for further jobs or submitting/updating your profile.

Your account will be kept in confidence for 1 year or until we are asked to remove it. (See Remove Applications and Profile below)

Returning visitor

Each time you apply for a new position, update an existing application or update your profile, login as a 'Returning user'. The application form will then automatically incorporate existing information from your profile.

If you have forgotten your username or password please see below.

Problems

Should you encounter any difficulties logging in or other difficulties when applying, you should view [technical support](#) at the Taleo website. As a start, always check that you are using a supported browser for the Apply online application.

Forgot Username or Password

If you have forgotten your username or password you can handle this yourself.

If you have forgotten your Password, enter your Username and please click on the link "Forgot your password?" right below the password field.

If you have forgotten your Username, please click on the link "Forgot your Username?" right below the username field and then just specify the email address you used when applying earlier. In both cases an email will now be sent to you with instructions on how to get into the system.

Remove applications and profile

Your user account, including all applications and profile, will be kept in confidence for 1 year or until we are asked to remove it. Send an email to recruitment@tetrapak.com if you would like us to remove your account in advance.

Feedback

Please send your feedback, comments or questions to recruitment@tetrapak.com. Your feedback is valuable input and we appreciate that you take the time to send us your comments.