

# Registering to use the PHN primary care jobs portal

Creating an account is easy and, once approved, you can start listing jobs - as well as spaces for rent and practices for sale.

1. Register at: [thephn.com.au/account/register](https://thephn.com.au/account/register) (PHN will need to approve all new user accounts)
2. Wait for an “activate your account” email and follow the link to activate
3. Login to [thephn.com.au/account/login](https://thephn.com.au/account/login) and start listing jobs!

Here's a preview of the new listing management portal:

The screenshot displays the PHN primary care jobs portal interface. At the top, there is a navigation bar with the Primary Health Network and PHN logos on the left, and a user profile for Alex Sim with a 'NEED HELP?' button on the right. Below the navigation bar, there are tabs for ABOUT, WHAT WE DO, PROGRAMS, EDUCATION, and NEWS. The main content area is titled 'Your Job Listings' and features a list of four job postings. Each posting includes a title, a status indicator (Live or Expired), an expiration date, the number of applications, and links to Edit or View the listing. A button labeled 'ADD NEW JOB VACANCY' is located at the bottom of the job listings section. On the left side of the page, there is a sidebar with a 'My Account' section containing links for Job Listings, Property Classifieds, Edit Account, Change Password, and Log Out.

Job Title	Status	Expiration Date	Applications	Actions
Seeking a dynamo Practice Manager!	Live	expires 10/06/2021	1 application	Edit View
General Practitioner in lively hub	Live	expires 31/07/2021	0 applications	Edit View
General Practitioner VR / Skin Cancer Doctor	Live	expires 30/06/2021	0 applications	Edit View
GP in cultural diverse community	Expired	12/05/2021	0 applications	Edit

[ADD NEW JOB VACANCY](#)

You will need to create an account on the new portal before you can post jobs!