

Frequently Asked Questions – Online Job Application Form

Is there a time limit for completing the on-line application form?

Active connection time is 40 minutes, please save frequently by using the save button at the end of the application form to avoid losing data.

Can I change my answers on the application form once I have submitted them?

Yes, you will need to log back in using your user name and password and click on the relevant section which you wish to amend. If you would like to make any changes to the “View My Applications” section for example your answer to the questions why you are applying to Hanover and the role then select the application you wish to amend, withdraw your application, make the necessary change and “reactivate application”.

Can I apply for more than one role?

Yes, although the selection criteria may be similar most posts are quite different. Please give some thought to the type of role that would suit you best and only apply for appropriate vacancies. However, if you fail to attend an interview twice within a 6 month period you will be unable to apply for any other Hanover vacancy for a period of 12 months.

Similarly, if you are interviewed for two similar positions and score sustainably below the required threshold you will not be considered for any other similar vacancies for a period of 12 months.

Can I apply if I don't have a full work permit?

No. We can only consider applications from those with a full and valid work permit to work in the country in which they are seeking employment.

Will I be notified if I am not shortlisted?

You can log onto the online system to view the status of your application and if you have not been shortlisted your status will reflect that. Unfortunately due to high volume of applications we are unable to notify applicants if they have not been shortlisted. If you have not heard from us within 4 to 6 weeks you can assume your application has not been successful.

If my application is unsuccessful, can I request feedback?

Yes, we welcome opportunities to give feedback. Please contact the Human Resources department for further information.