

99007039140000

Online-Stellenangebot Veröffentlichung

Heruntergeladen am 18.07.2025

<https://fimportal.de/xzufi-services/102716381/B100019>

Modul	Sachverhalt
Leistungsschlüssel	99007039140000
Leistungsbezeichnung I	Online-Stellenangebot Veröffentlichung
Leistungsbezeichnung II	Publish job offer online
Typisierung	1 - Bund: Regelung und Vollzug
Quellredaktion	Bund
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	
Verrichtungskennung	Veröffentlichung (140)
SDG-Informationsbereich	Gesetzlich oder durch Rechtsverordnung geregelte Beschäftigungsbedingungen einschließlich Arbeitsstunden, bezahlter Urlaub, Urlaubsansprüche, Rechte und Pflichten in Bezug auf Überstunden, Gesundheitskontrollen, Beendigung von Verträgen,

Modul	Sachverhalt
	Kündigung oder Entlassungen)
Lagen Portalverbund	Personal finden (2030100), Personal einstellen (2030200)
Einheitlicher Ansprechpartner	Ja
Fachlich freigegeben am	17.08.2022
Fachlich freigegeben durch	Federal Ministry of Labor and Social Affairs (BMAS)
Handlungsgrundlage	https://www.gesetze-im-internet.de/sgb_2/_16.html https://www.gesetze-im-internet.de/sgb_3/_35.html
Teaser	For example, if you want to fill a vacant job or training position, you can publish it on the Federal Employment Agency portal on the Internet.
Volltext	For this service of the Federal Employment Agency (BA), you first register as a company on the portal arbeitsagentur.de. This requires the access data for your user account on the portal. You can request the access data either by telephone or by contact form from your responsible employer service. Once you have registered individually, you can take advantage of further benefits of the BA's online services, For example, you can write your job offer online in the arbeitsagentur.de portal. The more precisely you formulate your details in the job offer and the more professionally you present your company, the better you will appeal to potential applicants. After publishing your job offer, you can maintain it independently and also communicate directly with applicants via the arbeitsagentur.de portal.
Erforderliche Unterlagen	None
Voraussetzungen	None
Kosten	Gebühr: Es fallen keine Kosten an There are no costs involved.

Modul
Sachverhalt
Verfahrensablauf

To post an online job offer on the Federal Employment Agency portal, please take the following steps:

- Visit the "arbeitsagentur.de" website.
- First register as a company on the "arbeitsagentur.de" portal.
- To do this, you will need the access data for your user account on the portal. The access data can be requested either by telephone or by contact form at your responsible employer service.
- Log in with your user name and password.
- On your personal start page you will find the link "New job offer" in the applicant search area, click on it.
- Enter the required data about your job offer in the input mask in order: Type of job offer: for workers, apprentices/dual students, interns/trainees, self-employed, artists Job info: describe the position to be filled. Conditions: Enter information about working hours, compensation, or time limit Requirements: What professional training, (leadership) skills and licenses should your future workers possess? Contact information: Name a contact person at your company and select the type/type of application process. For example: by telephone, in writing by e-mail or via the portal arbeitsagentur.de.
- Publish the job offer in the portal "arbeitsagentur.de", you have the following selection options: Published: All data from the job offer are published without restrictions. Published anonymously: All data from the job offer are published. However, your company name, the contact person and the street name of the company are not. Not published: If you select this status, the job offer will not be published on the arbeitsagentur.de portal. Flagged for deletion: If your offer has not been updated within 4 weeks, your offer will automatically be flagged for deletion.
- Additionally, as an option, you can have the job offer published in external job boards to increase the reach.

Bearbeitungsdauer

The job advertisement will be published immediately.

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There is no deadline.

weiterführende Informationen

<https://www.arbeitsagentur.de/unternehmen/arbeitskraefte/stellenangebot-online-aufgeben>

Modul	Sachverhalt
	https://www.arbeitsagentur.de/ausbilden/azubis-online-finden
Hinweise	
Rechtsbehelf	None
Kurztext	• Online job offer publication • Federal Employment Agency operates the portal arbeitsagentur.de • Companies can create vacancies online and manage and publish them on the arbeitsagentur.de portal. • Updating of the online job offer is possible at any time. • Direct communication with job prospects on the portal • Responsible: Federal Employment Agency
Ansprechpunkt	
Zuständige Stelle	
Formulare	Forms available: No Written form required: Yes Informal application possible: No Personal appearance required: No Online services available: Yes
Ursprungsportal	Online-Stellenangebot Veröffentlichung, Online-Stellenangebot Veröffentlichung