

How to register on Employer Portal if your organisation isn't listed on Companies House

If your organisation is not listed with Companies House it won't come up in the first 'Employer Search' box. You will need to click on 'I want to search the system for my employer':

Register Now

Email Address *

First Name * Last Name *

Job Role Job Title

Employer Search

If you can not find a match with Companies House please use the link below to search the system for your employer.

[I want to search the system for my employer](#)

This will allow you to check if your organisation has already been manually entered by another user, thereby avoiding a duplicate entry. Once you go to this second 'Employer Search' option you can search for your organisation and, if you don't find a match, you can enter your details manually.