

# How to apply

### External Applicant: Quick Reference Guide

This guide aims to assist External Candidates in submitting their application through the Career site.



1. Access the Providence career site and search for the Job title, skill or keyword on the search bar or click on "View All Jobs" to see all Job postings. You can also filter by Location.



### **Providence**

#### 2. Click on the job posting, review and read the details provided. Then click on "Apply Now" to submit an application.

1100

FILTER / SORT  Job title, skill, keyword		L	OCATION V Q
8133 Open Jobs		Staff RN II - Pre/Post Op *\$20,000 Sign-On-Bonus and Relocation Assistan $^{\circ}$ Santa Rosa, CA, United States	nce* 🖈 🛛 🖂
Registered Nurse - Medical and Surgical - Grace Surgical Hospital *Up to \$10,000 Hiring Bonus*	Clinic Licensed Vocational Nurse - Internal Medicine Tustin, CA. United States Clinic Licensed Vocational Nurse - Internal Medicine \$3,000 Sign-On Bonus for eligible external candidates who meet all conditions for payment - this is in addition to the fantastic benefits and compensation package offered by Providence that beloin on word first day of	Job Identification Job Category SR357785 Nursing-Patient Fac Locations Posting Date St Joseph Health Medical Grp - Neurosurgery(HR) 04/78/2022, 05:00 Job Schedule Job Shift Full time Day FTE 1	ling PM
Staff RN II - Pre/Post Op *\$20,000 Sign-On- Bonus and Relocation Assistance*       Sonia Rosa, CA. United States            Ø Santa Rosa, CA. United States        Sonia Rosa, CA. United States	Medical Assistant, Pedi Urgent Care   Lubbock, TX, United States  Apply Today: Applicants that meet qualifications will receive a text with some adding quastions from our Modern Hire system. Medical	Gring Email App Copy Link in Linkedin + More	
external hires that meet required qualifications and conditions for payment Location: Stant Rosa, CA Work Schoduler, Full Time + 80 Bilweekly Hours Shift: 8-hour, Days Under the direction of the	Assistant The Hedical Assistant (MAII) works under the delegation of a licensed practitioner to perform duties as directed to assist in providin	sign-un-sonus for anglose external nires that meet required qualifications and conditions for payment Location: Santa Rosa. CA Work Schedule: FUIT Time - 80 Biweekly Hours Shift: 8-hour, Days Under the direction of the Department Manager, the Staff Nurse II independently uses the nursing proces there entropy and difficult over the a encour of patients. Uses information from a unitate of encourse to	ss to safely,
Hospice RN II - High Desert Area	Social Worker (BSW) - Social Worker Services - Covenant Health Partners *Up to \$2,500 Hiring	uterapeutoality and enfolency care for a group or parents, uses information from a variety of sources to assess, plan Implement and evaluate the results of patient care. Required qualifications: • Simonths experience as a RN in a health care setting. • Denotes for denotes RN in a health care setting.	
Hospice Registered Nume II-Hospice Direct Location:Bancho Cucamonga, CA Work Schedule: Part Time - 40 Biweekly Hours Shift 8- hour. Days Hospice hepistered Nume provides prescribed numsing care service to Hospice patients and their families in a home setting Social Worker BSW \$25.500 Hiring Bonus for eligible external hires that meet required qualifications and conditions for payment. Location: Lubbock. TX Schedule: Full time - 80 Biweekly Hours Shift: 8-hour. Days Evaluation and assessment of patient needs for discharge planning		Ourren canonina nencensare.     BLS within 60 days of hire.  Preferred qualifications:      Decomposition     Apply Now	



3. Type in your Personal email address, tick on the "Terms and Conditions" box and then click on Next.





4. You will be given options on how to apply, see options below:

#### a. Indeed – Use your Indeed email/profile

b. Resume – You can upload your resume



c. **Manual** – Manually enter and provide the details being asked.



**Personal Info** – Provide your contact information and address

**Education and Work Experience** – Provide your contact information and address experience, Licenses and Certifications, and then upload a resume or cover letter under Supporting documents and URLs.

## **Providence**

 Once done, you have the option to tick the "Sign Me Up" box, if you want to receive job alerts and talent network communications.



• Sign the E-Signature then click Submit.

Providence and its family of organizations strive for all caregivers to b angaged and successful as we work together to improve the health in
our communities. Through the hiring process, we want to ensure that
Show More
Full Name *
French Fries

## **Providence**

5. After providing the needed details, complete the verification before successfully submitting your application. Type in the verification code sent to your email and then click on "Verify"

Staff RN II - Pre/Post Op *\$20,000 Sign-On-Bonus and Relocation Assistance* Santa Rosa, CA, United States				
You're almost done				
The verification code was sent to this email address: woimmadougroivo-5829@yopmail.com. When you get the code, type the code into the field to confirm your identity and complete your job application. Note that it may take some time before you receive the code.				
Keep me signed in 🕢				
VERIFY				

### # Providence

6. After verifying, you will receive a "Thank you" note and under your profile, You'll see your Active job applications.

French F wolmmedougrotvo-55239	Fries	Thank you for your job application. X
ACTIVE JOB APPLICATIONS Staff RN II - Pre/Post Op *S20,000 Sign-On-Bonus and Relocation Assistance* Santa Rosa, CA, United States	Status: Thank you! We have received your submission.   Providence St. Joseph Health   SRJS7783   Applied on 09/20/2022	r 2

7. Check the confirmation email sent to you. More details about the next step is stated in the email.

UTuesday, September 20, 2022 3:31:14 PM

Hi, French,

Thank you for taking the time to apply to our Staff RN II - Pre/Post Op \*\$20,000 Sign-On-Bonus and Relocation Assistance\* position (SR357783).

We will contact you via phone, email, or text, if we think your experience and qualifications match the position requirements. You can check your status or update your information HERE.

We appreciate your interest in joining the Providence family. We look forward to reviewing your application.

Best Regards, Talent Acquisition Team Providence St. Joseph Health

Continue to visit our career site to see all of our current opportunities. We are growing and posting new opportunities daily!

Connect with us on LinkedIn, Facebook, Instagram, Twitter, YouTube and join our Talent Network. Replies to this message are undeliverable and will not reach Talent Acquisition. Please do not reply.