

EMPLOYMENT FAQ'S

Q. How can I check the status of my application?

- A. Applicants may check the status of their application by clicking the [Log In Now](#) link on our job search page. Applicants can select the Application History tab to check their application status.

Q. I have lost my password and login, how can I reset this?

- A. On the Applicant Login page click on the [Forgot User Name or Password](#) link. You will then be asked the same security questions that you answered when submitting your application. Position Manager will then send your User Name or Password to you via email.

Q. Do I need to submit an application for each open position that I am interested in?

- A. To receive full consideration for all interested job openings, applicants should submit an application for each position that they are interested in.

Q. Do you accept paper applications and/or resumes?

- A. The Medical Center currently does not accept paper applications or resumes as it is preferred that applicants submit an application online to ensure that they receive full consideration for the position(s) that they are applying for. If applicants are interested in including a cover letter and resume with their application, both documents can be attached to the on-line application.

Q. I was told that there was a specific job opening, but I do not see the job listed on the website?

- A. In this circumstance the position may have already been filled or has not been posted. It is recommended that you visit www.firelands.jobs weekly for a current list of job openings.

Q. I started to complete an on-line application, but I was not able to complete it?

- A. There could be a few reasons as to why you may not be able to complete an application.

As indicated on our website, Firelands Regional Medical Center is a nicotine free facility and in which we choose not to hire those who use nicotine products. Additionally, the Medical Center chooses not to hire those who have visible tattoos or body piercings. If you had answered yes to the questions on the application that pertain to these topics, then you would not be eligible to complete the application.

For some open positions, you may be asked to answer pre-qualification questions and if the answers that you have provided do not match the criteria for the position, then you will not be able to complete an application for that position.

Q. I recently discontinued the use of nicotine products, can I still apply?

- A. If you have been nicotine free for 90 days you can still apply, but all candidates considered for hire will be required to submit to a nicotine test and will be required to remain nicotine free throughout their entire employment with the Medical Center.

Q. I noticed that there is a position opening for PRN status, is that considered full or part-time?

- A. PRN status is not classified as full or part-time, PRN employees work on an as needed basis and do not have a set schedule or shift.

Q. Are part-time employees eligible for benefits?

- A. Yes, full and part-time employees are eligible to participate in our competitive benefit package.

Q. I do not see a current opening for a position in which I am qualified, how do I complete a standard application?

- A. Applications are only accepted for positions that are listed on our current listings link on the "Current Openings" page of our website.

Q. I submitted an application, but how will I know that it was received?

- A. Once you submit an application, you will receive an automatic email indicating that your application was received. If you do not receive this email, you may need to resubmit your application as there could have been a technological error.