



## FREQUENTLY ASKED QUESTIONS

### **What happens to my application after I submit it?**

*You will immediately receive confirmation upon successfully submitting your application. If you provided us with an email address, you also will receive an email confirmation that your application was received.*

*Your resume will then be received by a Recruiter and, depending on qualifications, forwarded to the Hiring Manager for review. **The Hiring Manager** is responsible for determining who will be contacted for an interview.*

### **How will my application be reviewed?**

*When you apply for a position, a Recruiter and possibly a Hiring Manager will evaluate your application. Each applicant's qualifications are compared against the skill/qualifications required for the position applied for, as well as other application received for the position.*

### **How do I go about getting an interview?**

*A Hiring Manager or member of their department will contact you if you have been selected for an interview.*

### **Is there someone I can call to check the status of my application?**

*Unfortunately, due to the high number of applications received on a daily basis, it is not possible to respond to individual inquiries regarding the status of your application.*

*You will be contacted directly by a Hiring Manager or department staff if you are selected for an interview.*

*You may also log onto the website using your Social Security Number and password to check the status of your application and position applied for.*