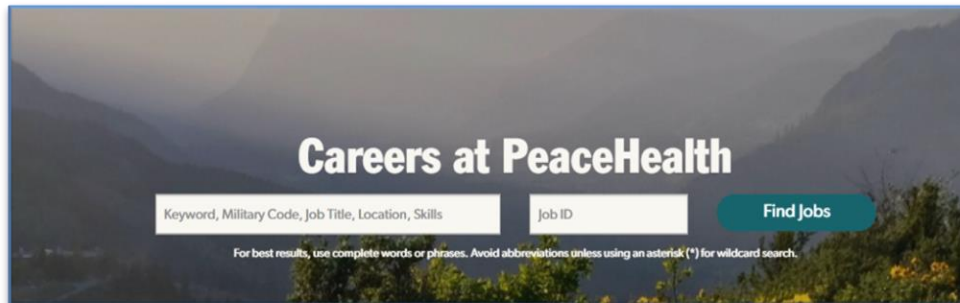
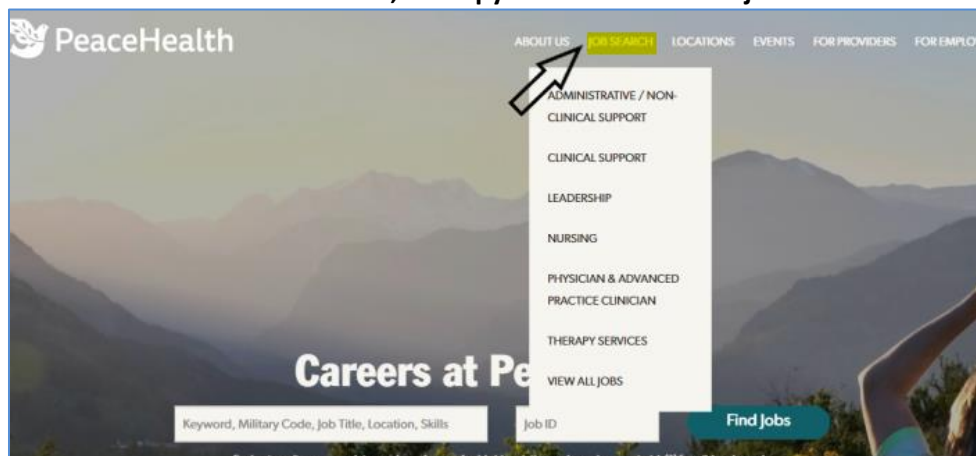


Submitting an Application

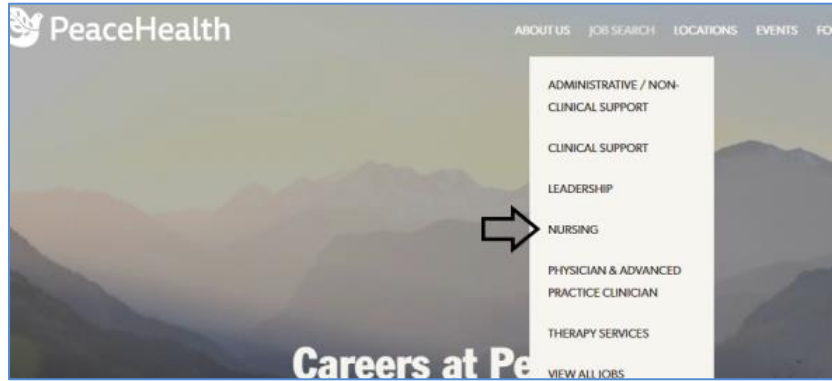
1. Access PeaceHealth's external [Career Site](#).
2. Search for job by **Keyword, Job Title, Location, Skill, or Job ID**, then select **Find Jobs**



3. Or search by job class: **Admin/Non-Clinical Support, Clinical Support, Leadership, Nursing, Physician & Advanced Practice Clinician, Therapy Service or View All jobs.**



4. Select a job class: like **Nursing**.



5. Filter your Results by **Category, Subcategory, State, City, Work Type, Shift, or Benefit Eligibility**:

Filter Your Results		Clear All	Job Title	Work Type	Shift	Benefit Eligibility	Location
Category	-		RN Instructor - Clinical Education	Part Time	Day	Part time benefits	Vancouver, WA
<input type="checkbox"/> Nursing	33		RN - Nursing Float Pool	Full Time	Day		Vancouver, WA
Subcategory	+		RN - Medical 2	Full Time	Day		Bellingham, WA
State	-		RN Clinic	Full Time	Variable	Full time benefits	Longview, WA
<input type="radio"/> Oregon	6		Clinical Nurse Educator - Surgery Administration	Part Time	Variable	Part time benefits	Vancouver, WA
<input type="radio"/> Washington	27		RN Care Coordinator Outpatient - Endocrinology	Part Time	Day		Eugene, OR
City	+		RN Diagnostic Imaging - Cardiac Prep Recovery	Part Time	Day	Part time benefits	Vancouver, WA
Work Type	+		RN - Employee Health	Full Time	Variable	Full time benefits	Longview, WA
Shift	+						
Benefit Eligibility	+						

6. Select a position:

Filter Your Results		Clear All	Job Title	Work Type	Shift	Benefit Eligibility	Location
Category	+		RN - Medical	Full Time	Day	Full time benefits	Eugene, OR
Subcategory	+		RN - Emergency Department	Full Time	Night	Full time benefits	Springfield, OR
State	-		RN - Medical	Full Time	Day	Full time benefits	Eugene, OR
<input checked="" type="radio"/> Oregon	3						

7. Review job description and requirements. Select **Apply Now**:

RN - Emergency Department

Job ID: 2630
Location: Springfield, OR
Work Type: Full Time
Shift: Night
Shift Length: 12 Hours
FTE: 0.90
Benefit Eligibility: Full time benefits

Share: [Email](#) [Facebook](#) [Twitter](#) [LinkedIn](#)

Job Description

Description

PeaceHealth is seeking a RN - Emergency Department for a Full Time, Night position. Hourly compensation starts at \$36.60, more depending on experience.

JOB SUMMARY

Provides professional nursing direct patient care in compliance with professional practice and unit standards. Promotes a collaborative, interdisciplinary approach towards patients, families and all members of the care delivery team.

[Apply Now >](#)

8. Select **Apply**:

Job Posting


RN Critical Access - Emergency Department - 57728

Friday Harbor, WA | Nursing | Full Time

Posted 10 months ago

[Apply](#) [Save](#) [Facebook](#) [Twitter](#) [Email](#) [Link](#)

9. New User, select **Register**.




User Name *

Required

Password *

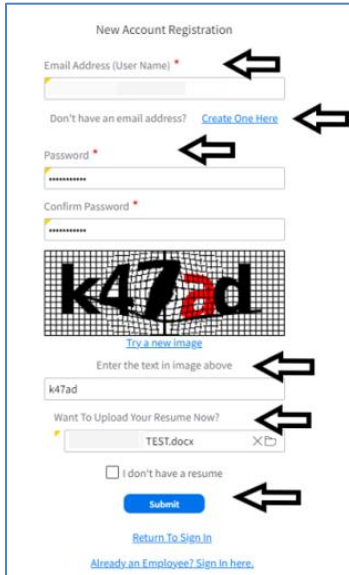
[Sign In](#)

[Register](#)
[Forgot password?](#)



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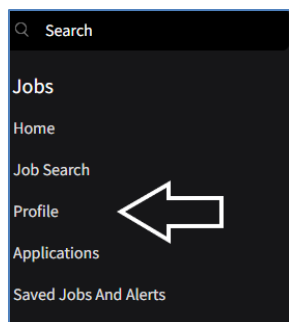
10. Enter your email and create a password. If you don't have an email, you can create one here. If you have a resume, you can upload it here.



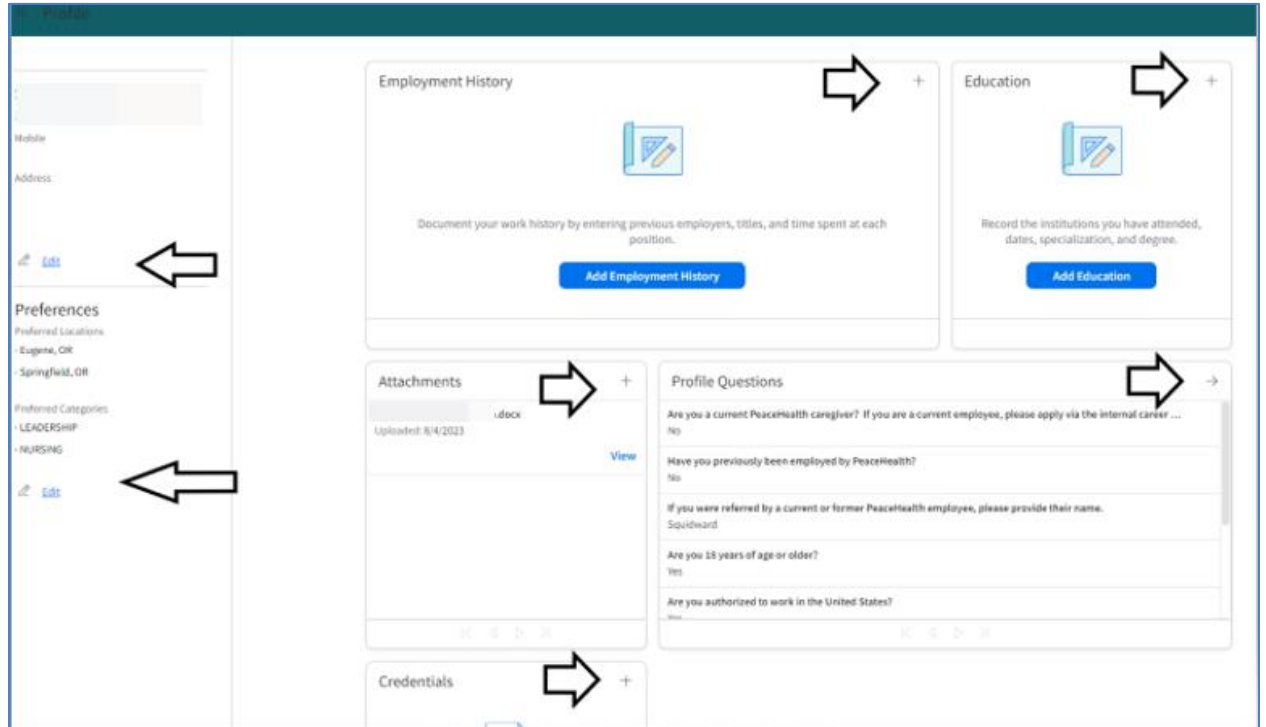
11. If using a resume to fill out your profile, select **Want to Upload Resume Now?** You will be prompted to load a resume from your desktop. Once your resume has been uploaded, you will receive a notice that indicates your resume successfully loaded. It will take a moment to fill in your profile if using a resume.

- a. **Note:** Parsing information from resume needs to be reviewed for accuracy and edits.

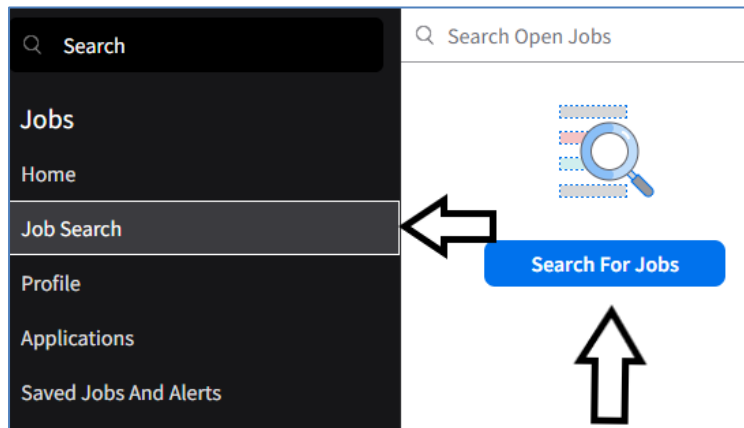
12. Edit any **Profile** information.



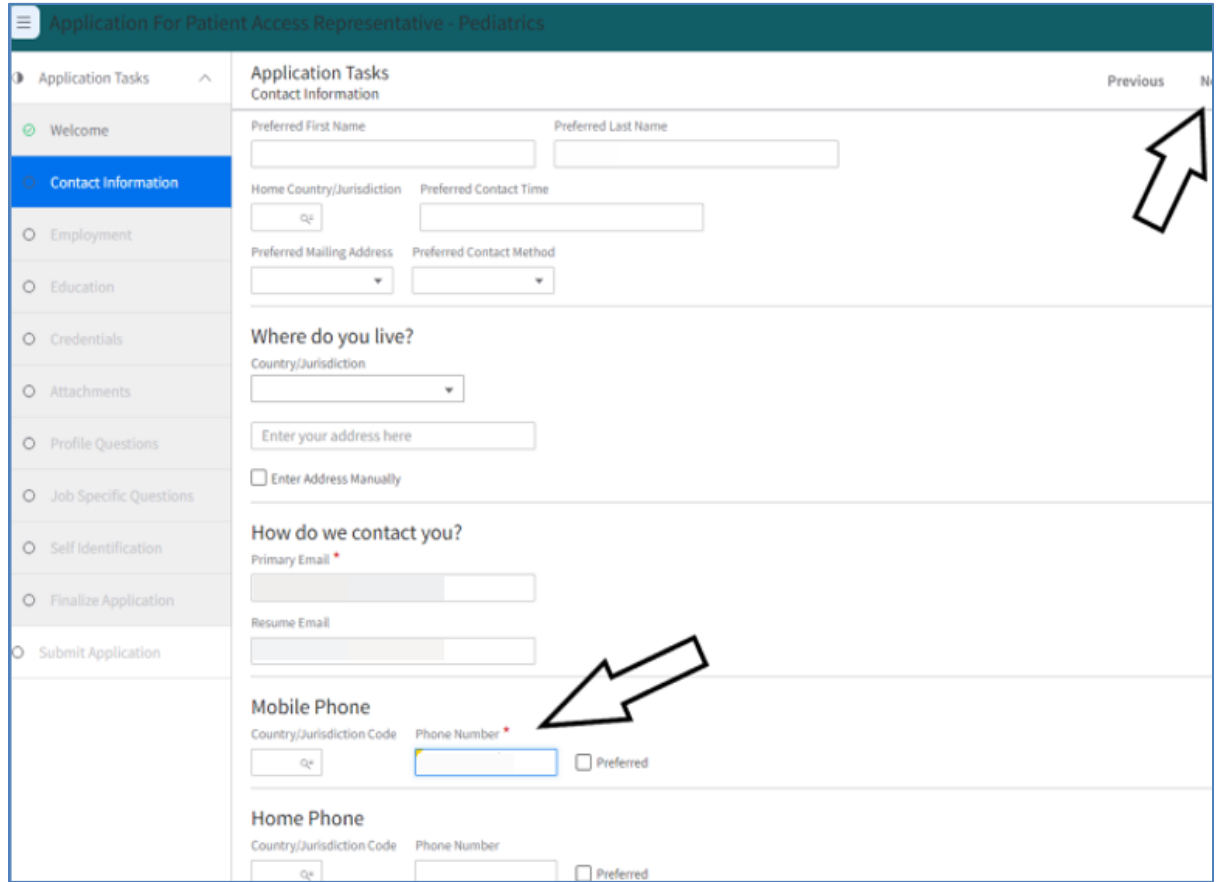
13. Edit Profile, Preferences, Employment History, Education, Attachments, Credentials:



14. Select Job Search. Then select Search for Jobs.



19. **Contact Information:** Please verify the information is correct. Enter **Mobile Phone**, then select **Next**.



Application For Patient Access Representative - Pediatrics

Application Tasks

Contact Information

Previous Next

Preferred First Name Preferred Last Name

Home Country/Jurisdiction Preferred Contact Time

Preferred Mailing Address Preferred Contact Method

Where do you live?

Country/Jurisdiction

Enter your address here

Enter Address Manually

How do we contact you?

Primary Email *

Resume Email

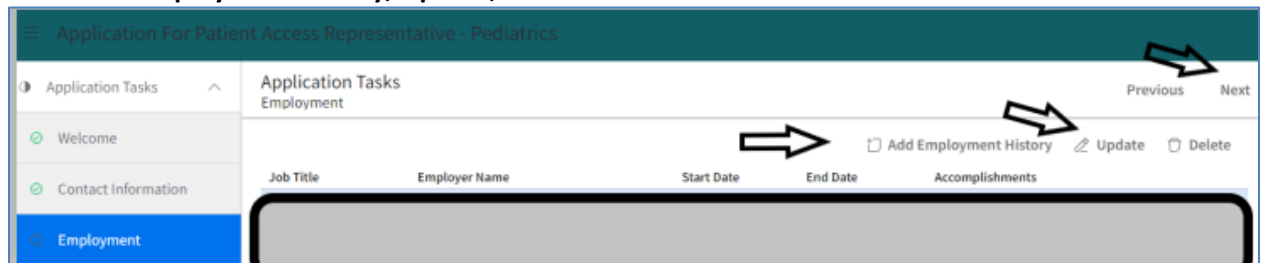
Mobile Phone

Country/Jurisdiction Code Phone Number * Preferred

Home Phone

Country/Jurisdiction Code Phone Number Preferred

20. **Employment:** Add Employment History, Update, select **Next**.



Application For Patient Access Representative - Pediatrics

Application Tasks

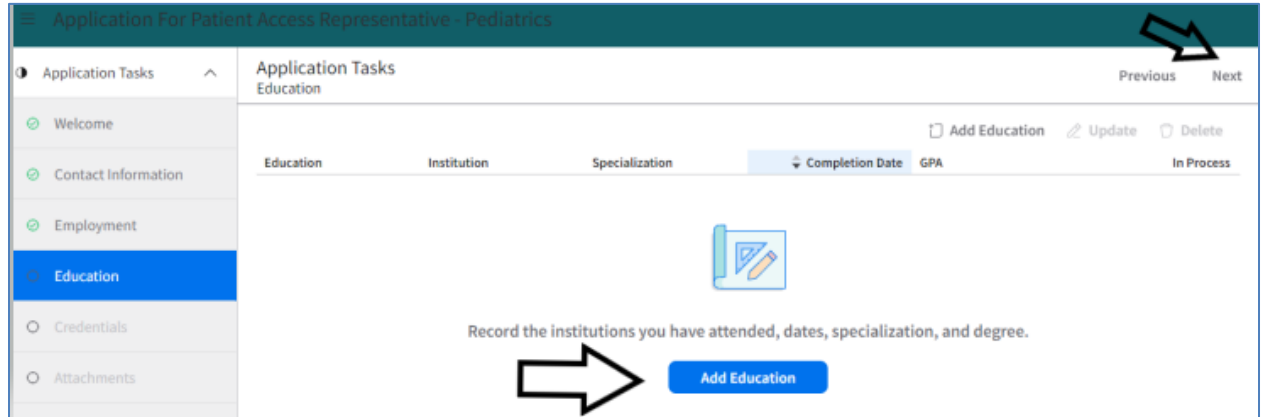
Employment

Previous Next

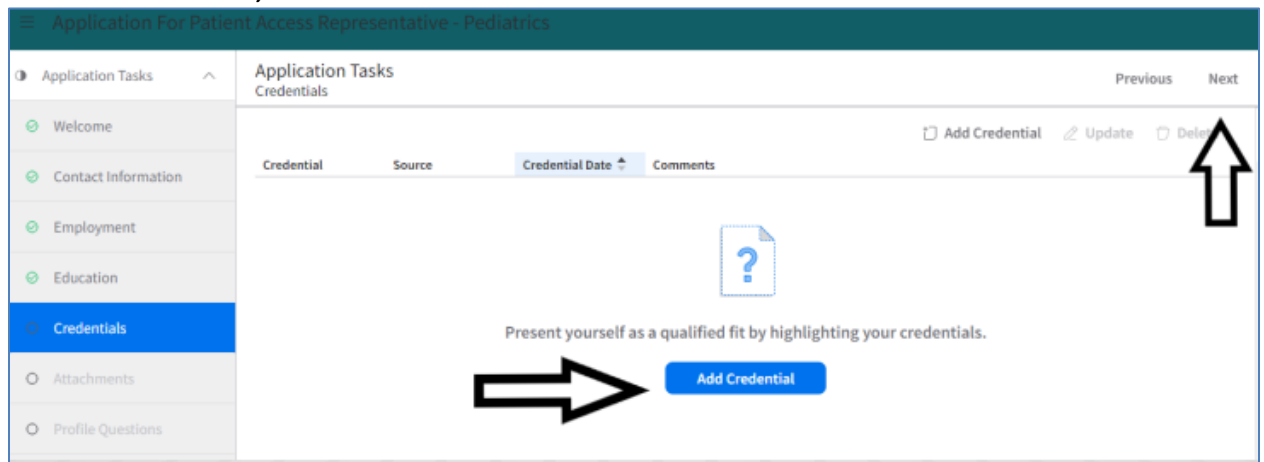
Add Employment History Update Delete

Job Title	Employer Name	Start Date	End Date	Accomplishments

21. Education: Add Education, select Next.



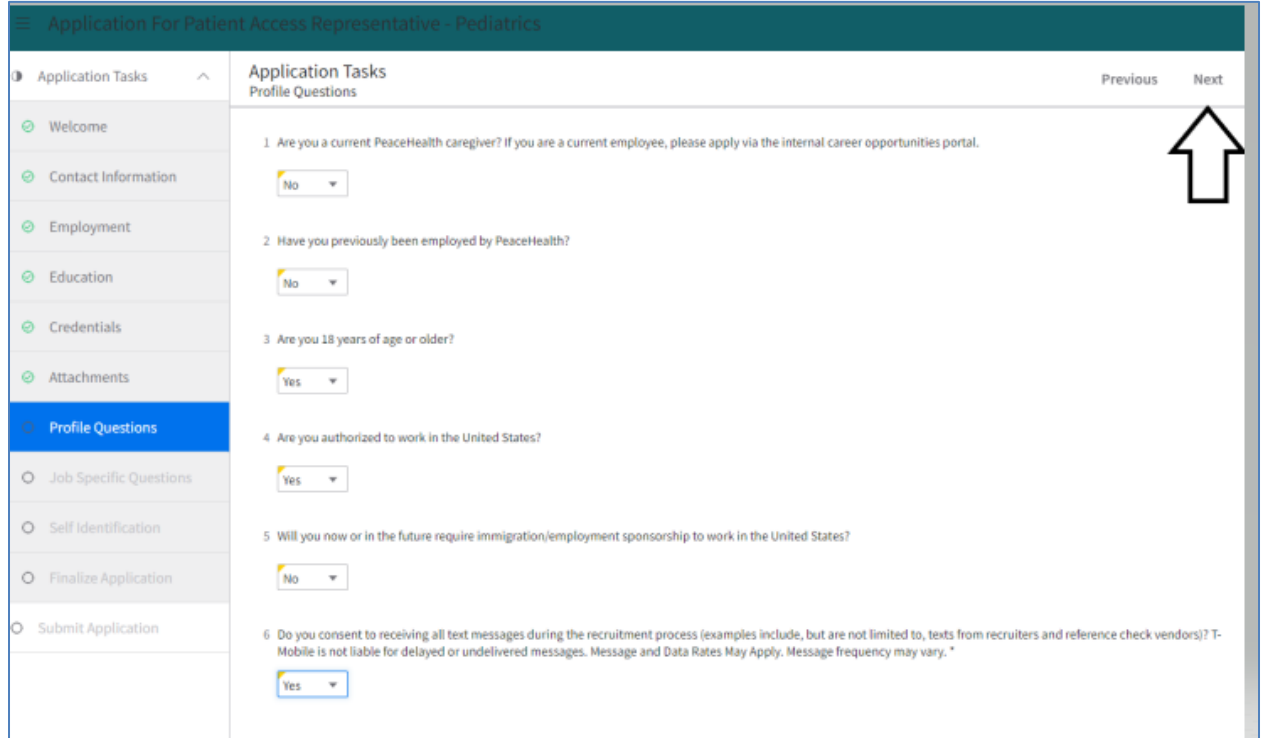
22. Credentials: Add Credentials, then select Next.



23. Attachments: Upload Attachment, Update or Delete. Then select Next.



24. Profile Questions: Answer all 6 Profile Questions, then select Next.



Application For Patient Access Representative - Pediatrics

Application Tasks Profile Questions

Previous Next

1 Are you a current PeaceHealth caregiver? If you are a current employee, please apply via the internal career opportunities portal.

No

2 Have you previously been employed by PeaceHealth?

No

3 Are you 18 years of age or older?

Yes

4 Are you authorized to work in the United States?

Yes

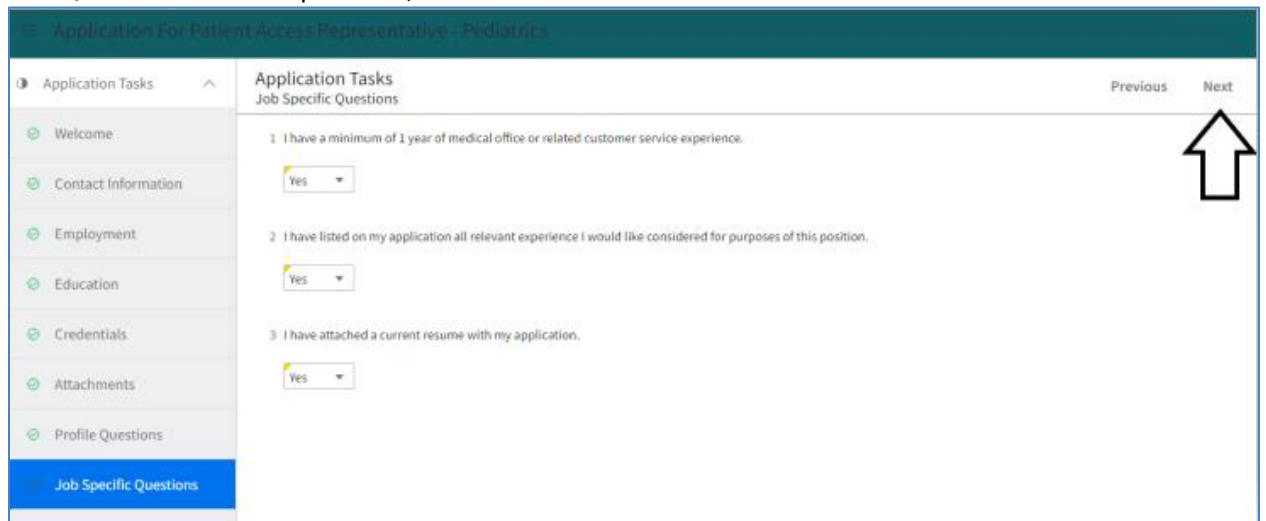
5 Will you now or in the future require immigration/employment sponsorship to work in the United States?

No

6 Do you consent to receiving all text messages during the recruitment process (examples include, but are not limited to, texts from recruiters and reference check vendors)? T-Mobile is not liable for delayed or undelivered messages. Message and Data Rates May Apply. Message frequency may vary. *

Yes

25. Job Specific Questions: Answer questions, then select Next.



Application For Patient Access Representative - Pediatrics

Application Tasks Job Specific Questions

Previous Next

1 I have a minimum of 1 year of medical office or related customer service experience.

Yes

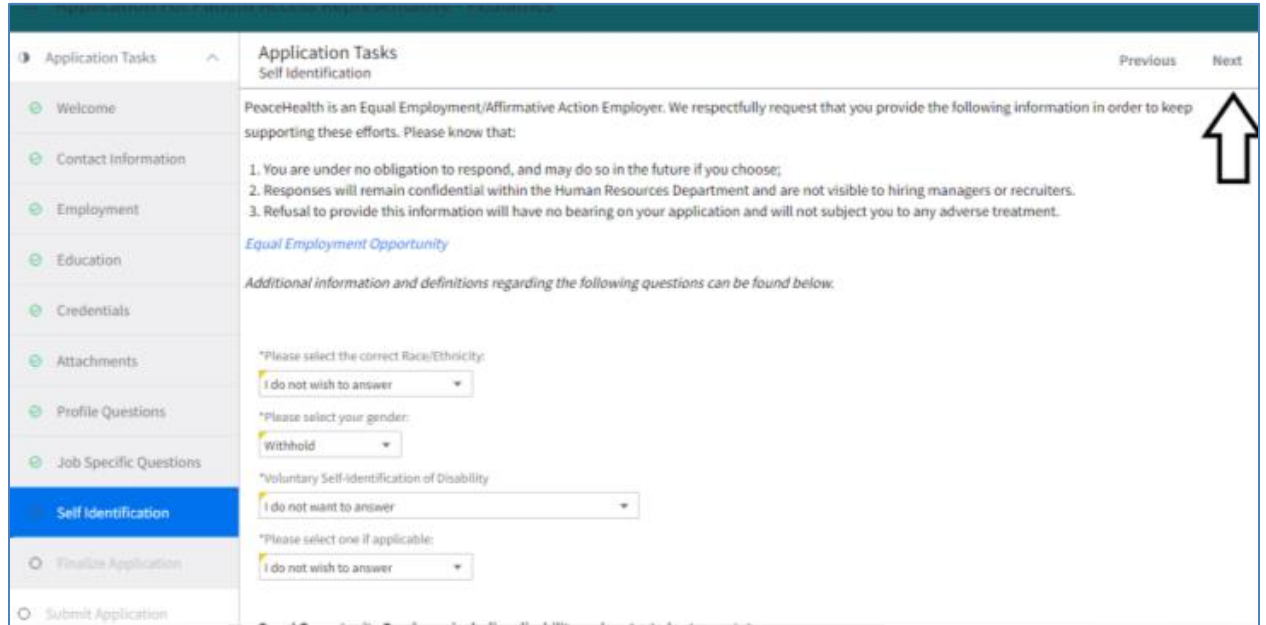
2 I have listed on my application all relevant experience I would like considered for purposes of this position.

Yes

3 I have attached a current resume with my application.

Yes

26. Self Identification: Answer 4 self-identification questions, then select **Next**.



Application Tasks
Self Identification

PeaceHealth is an Equal Employment/Affirmative Action Employer. We respectfully request that you provide the following information in order to keep supporting these efforts. Please know that:

1. You are under no obligation to respond, and may do so in the future if you choose;
2. Responses will remain confidential within the Human Resources Department and are not visible to hiring managers or recruiters.
3. Refusal to provide this information will have no bearing on your application and will not subject you to any adverse treatment.

Equal Employment Opportunity

Additional information and definitions regarding the following questions can be found below:

*Please select the correct Race/Ethnicity:
I do not wish to answer

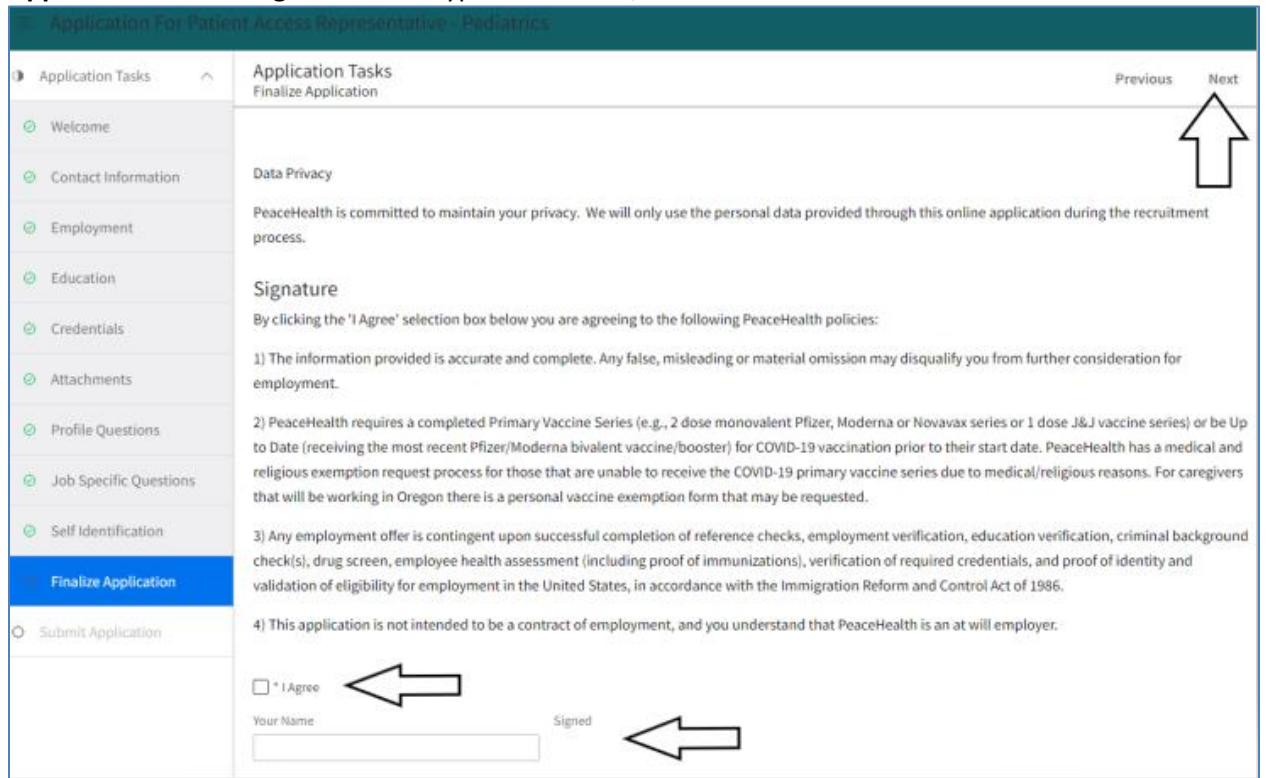
*Please select your gender:
Withhold

*Voluntary Self-identification of Disability
I do not want to answer

*Please select one if applicable:
I do not wish to answer

Previous Next

27. Finalize Application: Check **I Agree** box and type **Your Name**, then select **Next**.



Application Tasks
Finalize Application

Data Privacy

PeaceHealth is committed to maintain your privacy. We will only use the personal data provided through this online application during the recruitment process.

Signature

By clicking the 'I Agree' selection box below you are agreeing to the following PeaceHealth policies:

- 1) The information provided is accurate and complete. Any false, misleading or material omission may disqualify you from further consideration for employment.
- 2) PeaceHealth requires a completed Primary Vaccine Series (e.g., 2 dose monovalent Pfizer, Moderna or Novavax series or 1 dose J&J vaccine series) or be Up to Date (receiving the most recent Pfizer/Moderna bivalent vaccine/booster) for COVID-19 vaccination prior to their start date. PeaceHealth has a medical and religious exemption request process for those that are unable to receive the COVID-19 primary vaccine series due to medical/religious reasons. For caregivers that will be working in Oregon there is a personal vaccine exemption form that may be requested.
- 3) Any employment offer is contingent upon successful completion of reference checks, employment verification, education verification, criminal background check(s), drug screen, employee health assessment (including proof of immunizations), verification of required credentials, and proof of identity and validation of eligibility for employment in the United States, in accordance with the Immigration Reform and Control Act of 1986.
- 4) This application is not intended to be a contract of employment, and you understand that PeaceHealth is an at will employer.

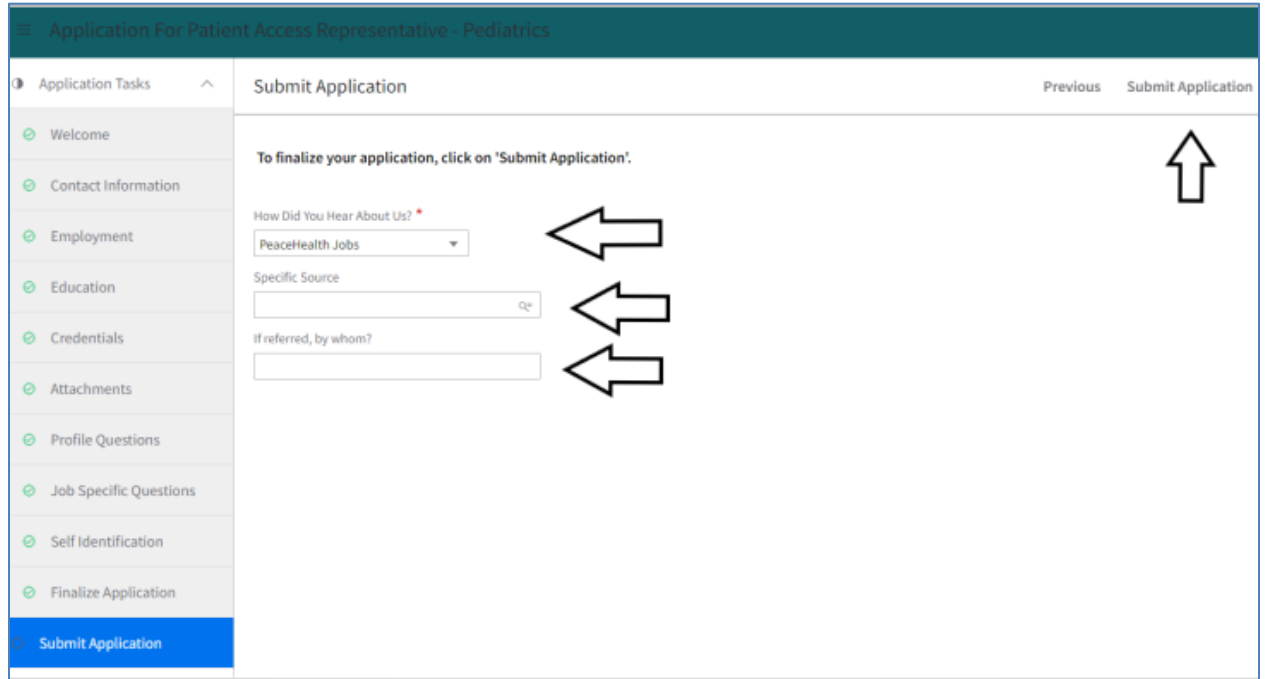
* I Agree

Your Name

Signed

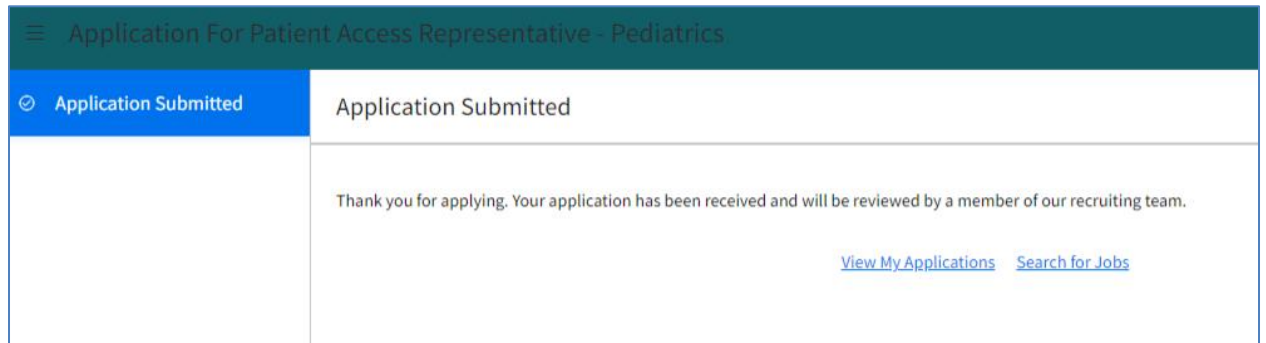
Previous Next

28. Submit Application: How Did You Hear About Us? Specific Source? If referred, by whom? Then select Submit Application.



The screenshot shows the 'Submit Application' step of an application process for a 'Patient Access Representative - Pediatrics' position. On the left is a sidebar with 'Application Tasks' including Welcome, Contact Information, Employment, Education, Credentials, Attachments, Profile Questions, Job Specific Questions, Self Identification, Finalize Application, and Submit Application (highlighted in blue). The main content area is titled 'Submit Application' and contains the instruction: 'To finalize your application, click on 'Submit Application:'. Below this are three fields: 'How Did You Hear About Us?' (a dropdown menu with 'PeaceHealth Jobs' selected), 'Specific Source' (a text input field), and 'If referred, by whom?' (a text input field). Three white arrows point to these fields from the right. In the top right corner of the main area, there is a 'Submit Application' button and a 'Previous' link. A large white arrow points upwards from the right side of the form.

29. Application Submitted.



The screenshot shows the 'Application Submitted' confirmation page. The sidebar on the left has 'Application Submitted' highlighted in blue. The main content area is titled 'Application Submitted' and contains the message: 'Thank you for applying. Your application has been received and will be reviewed by a member of our recruiting team.' At the bottom right, there are two links: 'View My Applications' and 'Search for Jobs'.