

External Online Application Process

This can be used to apply to a position as an External candidate. (Not a Sharp Employee)

1. Apply online at <u>www.sharp.com/careers.</u> Click on "Applicant Log-in", then click on "Create Account."



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	Sign In	
Don't	have an account yet? Create Account	
	Forgot your password?	

Enter your Email address and Password; verify your new password and click the checkbox ^I I agree to the terms and conditions of the Account Creation, then click Create Account.



SHARP.



3. Search for Jobs using the search field, and Click on ^Q "Search" or use the filters on the left-hand side of the page to narrow down your search. Click the position you are interested in, review the required skills and qualifications, make sure you meet the requirements, and then click on "Apply."

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4. Start your application by choosing the appropriate option.







5. Complete or review the My Information page then, click on "Save and Continue."

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6. Complete or review My Experience page, then click "Save and Continue".

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7. Complete or review the Application Questions, then click "Save and Continue." Please note that some positions have additional screening questions. Please complete if applicable.

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8. Click the ^I to confirm that you read and consent to the Voluntary Disclosure terms and conditions, then click "Save and Continue."

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9. Review your application. Click "Back" to edit, then click "Submit."



NOTE: Please note that you cannot make any changes once an application has been submitted.

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10. After submitting your application, a confirmation notification will appear on the screen.



11. To check the status of the position you applied for, click on "Candidate Home" tab located in the upper right-hand corner of the page.

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12. If you forgot your password. Click on "Forgot your password?."



13. Type in your email address in the Email Address field, and click on "Reset Password."



14. You will receive an email with instructions to reset your password if an account exists for this email address.

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You will receive an email with instructions to reset your password if an account exists for this email address.	
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Thank you for your interest in an employment opportunity with Sharp HealthCare!

If you have any questions, please email Jobs@Sharp.com.



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