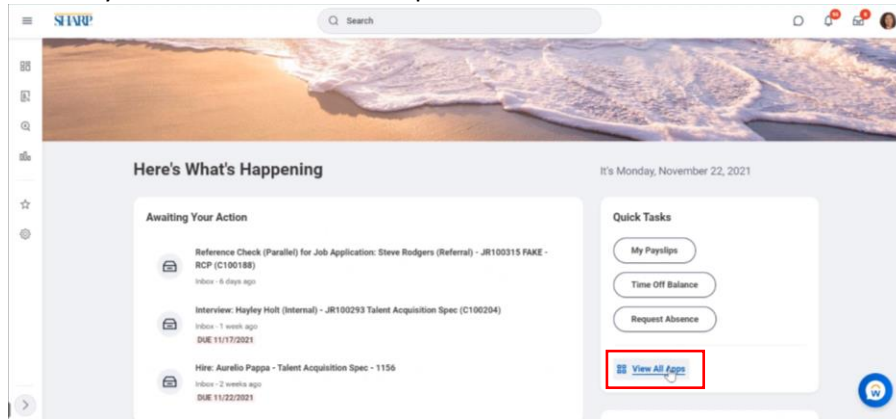


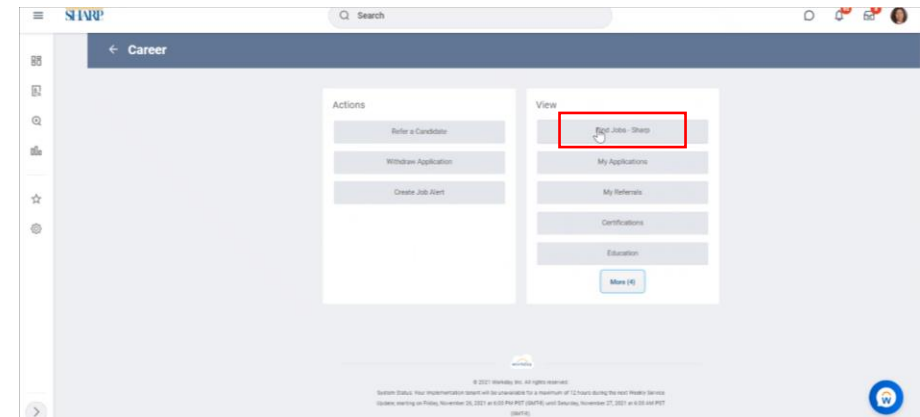
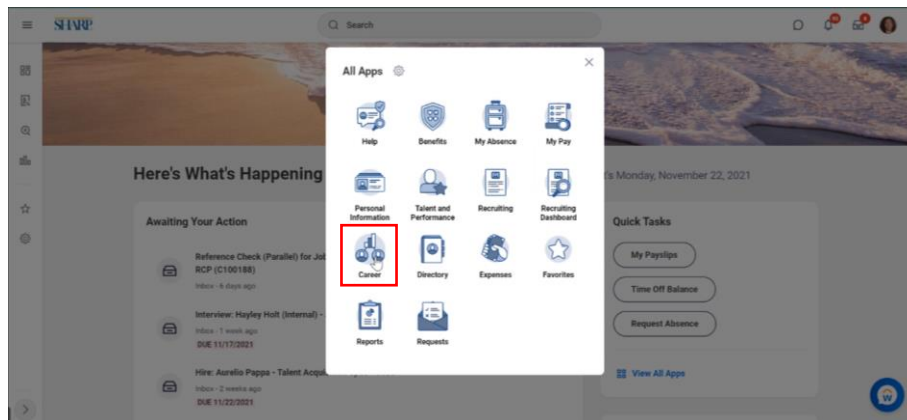
Internal Sharp Employee Application Process

This can be used to apply to a position as an Internal candidate (A current Sharp employee.)

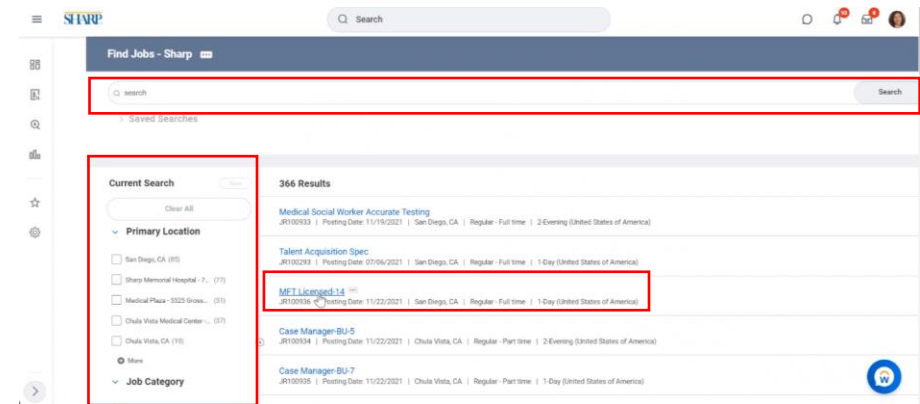
1. Navigate to your “Workday” dashboard. Click on “View All Apps.” Workday can be accessed via Sharp Intranet.



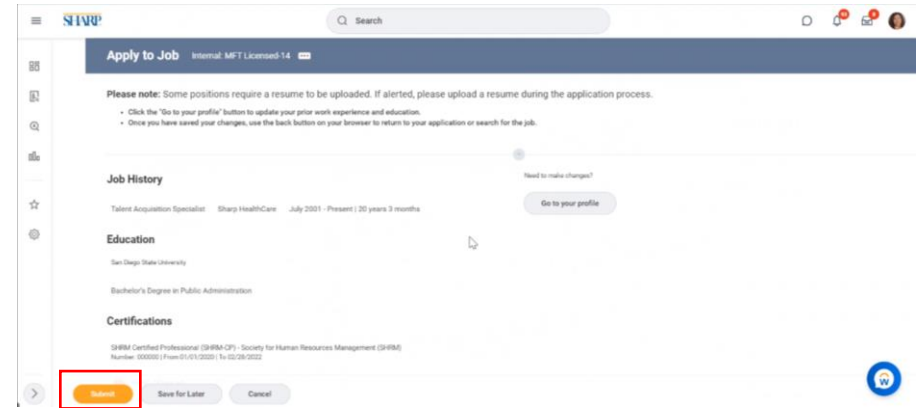
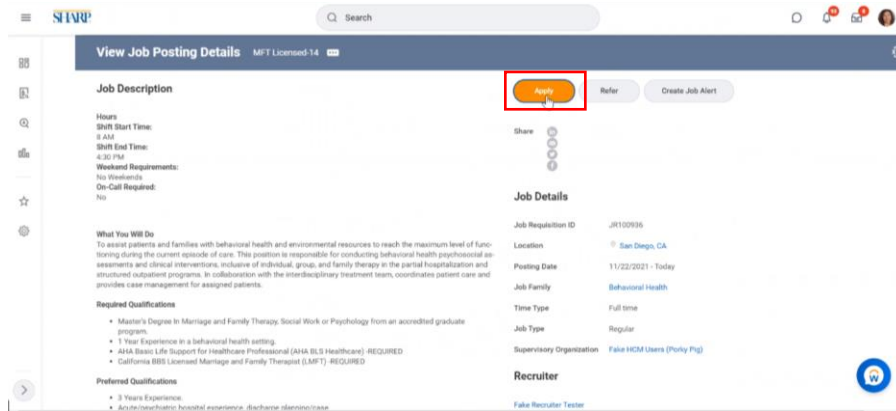
2. Click on “Career”, then click on “Find Jobs – Sharp.”



Search for jobs using the “Search” keyword box 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.



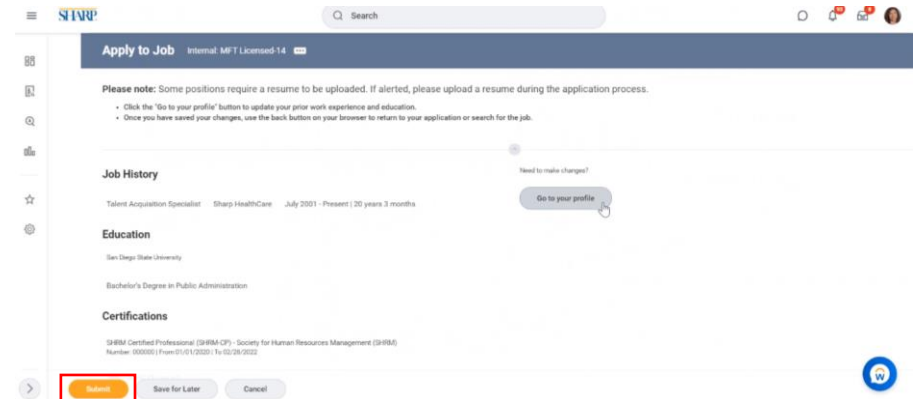
3. Click on "Apply."



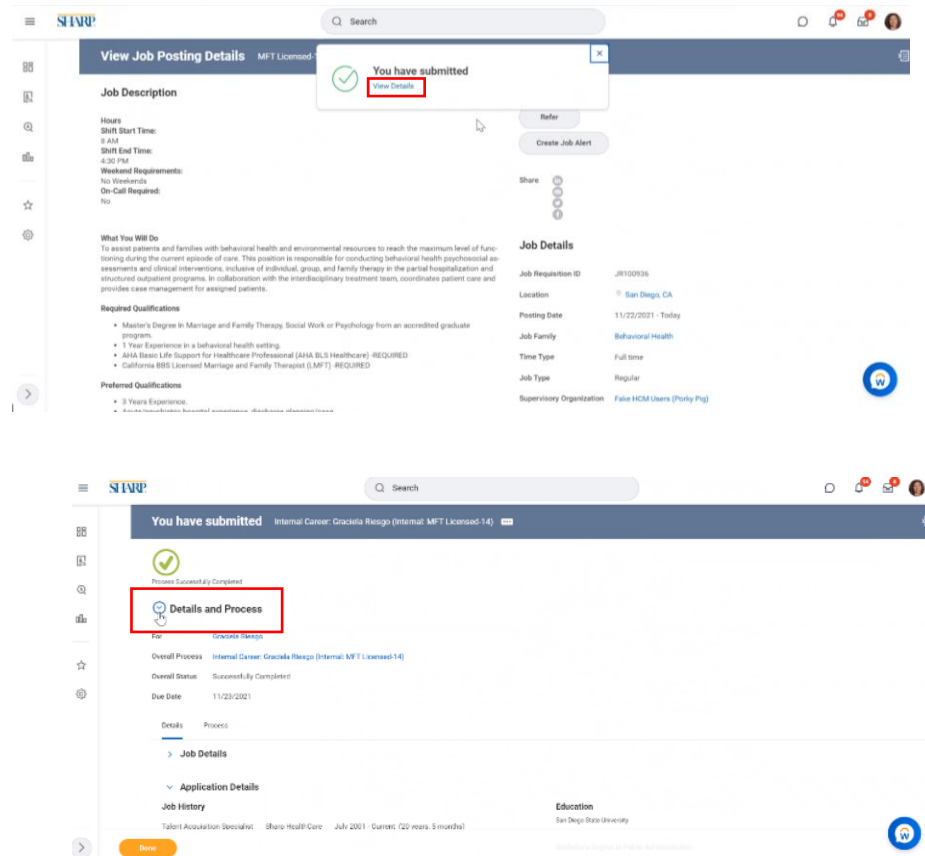
NOTE: Some positions require a resume to be uploaded. If alerted, please upload a resume during the application process.

- Click the "Go to your profile" button to update your prior work experience and education.
- Once you have saved your changes, use the back button on your browser to return to your application or search for the job.

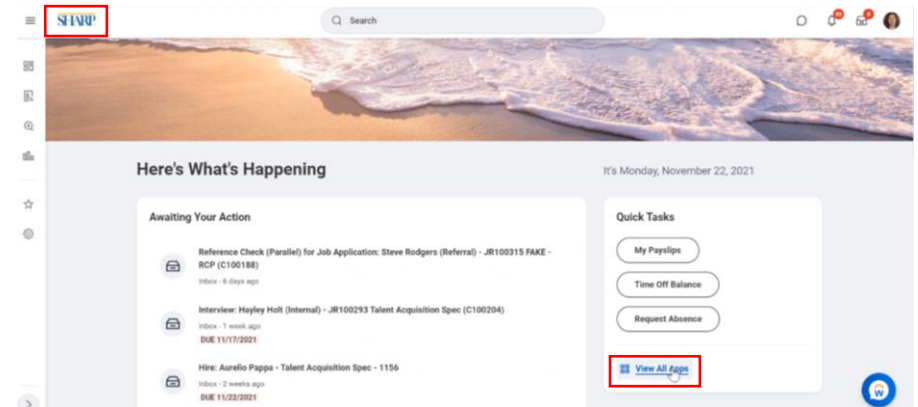
4. Click on "Submit." After submitting your application, a confirmation notification will appear on the screen.



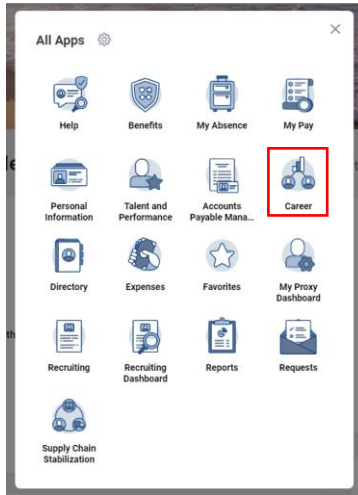
5. Click on "View Details." Click "Done."



6. To review the position you applied for, click SHARP located in the upper left-hand corner of the page, then click View ALL Apps.



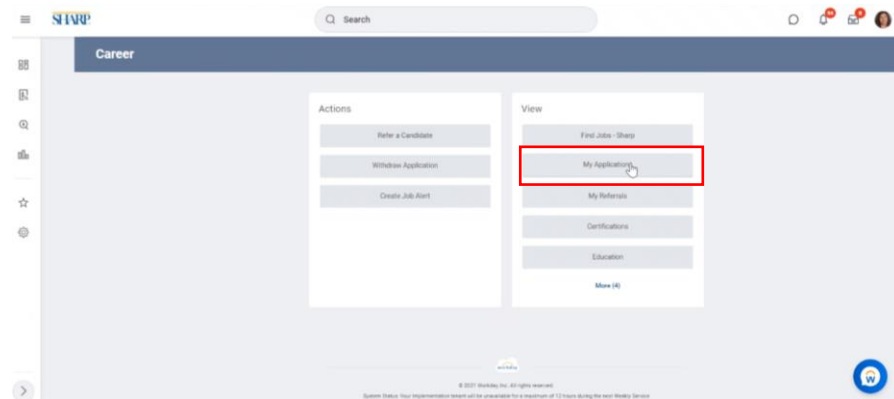
7. Click on “Career”, then click on “My Applications.”



Date Applied	Candidate Stage	Job Title	Job Requisition	Department	Hiring Manager	Location	Recruiter
11/22/2021	Under Consideration	Internal: MFT Licensed-14	JR100936 MFT Licensed-14 (Open)	Fake HCM Users (Philly Pkg)	Philly Pkg	Missa Vista Hospital - 7800 Vista Hill Ave	Fake Recruiter Tester
11/13/2021	Under Consideration	Internal: Fake Pharmacy Technician - Sign on Bonus	JR100354 Fake Pharmacy Technician - Sign on Bonus (Open)	Pharmacy (Rose Acornage)	Rose Acornage	Chula Vista Medical Center - 253 Medical Center Court	David Skon
07/15/2021	Under Consideration	Internal: Talent Acquisition Spec	JR100203 Talent Acquisition Spec (Open)	HR Recruiting (Emerosa Sheets)	Emerosa Sheets	Corporate Offices - 8805 Spectrum Center Blvd	Graciela Riesgo



PLEASE NOTE: You can also check the status of your other application(s). Under “Candidate Stage.”



8. Look into your notification’s inbox for confirmation that you successfully applied.

