


How to Submit a Resume without an Open Position


1.





Click on the [Create/Update Resume](#) link.

[New Window](#) | [Help](#) | [Customize Page](#) | 

Applicant Home

 [Create / Update Resume](#)
Create an online resume or update submitted resume information.

 [View Job Postings / Apply for Job](#)
Search for Job Postings

 [Job Search Agent](#)
Set up your own search criteria for job requisitions and we will notify you by e-mail when opportunities meeting your search criteria are available.

Any Job Search Agent profiles created will remain active for 60 days since the last date it was modified.

Returning applicant please sign in below.

*Email Address:

*Password:

[I Forgot My Password](#)

The following screen displays.

Apply for Job

Identification

If you have registered previously, please enter your Email Address and Password, then click Sign On. you are signing on for the first time, please click the new registrant hyperlink below.

*Email Address:

*Password:

[I Forgot My Password](#)

[Are you a new applicant? Click here to register](#)

* Required Field

Go To: [Applicant Home](#)

2.



Create Login and Password.

Apply for Job

Identification

Since this is your first registration you will need to provide an E-mail Address and Password so we can identify you in future. The E-mail Address may also be used to contact you regarding your application. Enter your chosen e-mail address and then your password. Then confirm your password and click Register. If you have come to this page by mistake please click Return to Signon.

*Email Address:

*Password:

*Confirm Password:

[I Forgot My Password](#)
[Return to Signon](#)

* Required Field

3.



Enter the information in the following fields:

Field Name	Defaults/ Required	Description
Email Address	Defaults to Blank (Required)	Enter your email address.
Password	Defaults to Blank (Required)	Enter a password.
Confirm Password	Defaults to Blank (Required)	Enter your password again.

4.



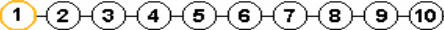
Click on

5.



The Apply for Job - Your Online Resume page displays.

Apply for Job



Your Online Resume

Review your information on the following pages and update anything which has changed or is incorrect. Move between the pages by clicking on the Next and Previous buttons at the bottom of each page. Alternatively click the circled numbers above to return to completed pages.

If you change your resume the date will be recorded and any new jobs you apply for will use the new information. Jobs you applied for previously will continue to use the old information. This is because recruitment decisions may have already been made based on the original information you supplied.

When you reach the last page click the Submit button to confirm any changes and to apply for any jobs in your basket.

If you have an existing resume you can include it here by selecting one of the following options. Valid file extensions for attaching a resume are ".doc", ".html", ".htm", ".txt", ".rtf" and ".pdf".

Attach Resume File Paste Resume Text I am not providing a resume

Next

Resume Language: English

[Return to Update Resume](#)

6.



You may choose one of the following options to create/update your application.

This page allows you to attach or paste your resume to your application, please select an option:

1. If you would like to attach your resume, then proceed to step #7.
2. If you would like to paste your resume, then proceed to step #8.
3. If you do not have a resume, then proceed to step #9.

Apply for Job



Your Online Resume

In order to apply, please complete the following pages. Move between the pages by clicking the Next and Previous buttons at the bottom of each page. Alternatively click the circled numbers above to return to completed pages.

Remember, the more information you give the easier it is for recruitment staff to match your skills, experience and fields of interest with our current job opportunities.

If you have an existing resume you can include it here by selecting one of the following options. Valid file extensions for attaching a resume are ".doc", ".html", ".htm", ".txt", ".rtf" and ".pdf".


Attach Resume File Paste Resume Text I am not providing a resume

Next

Resume Language: English



[Return to Sign On](#)

Attach Resume

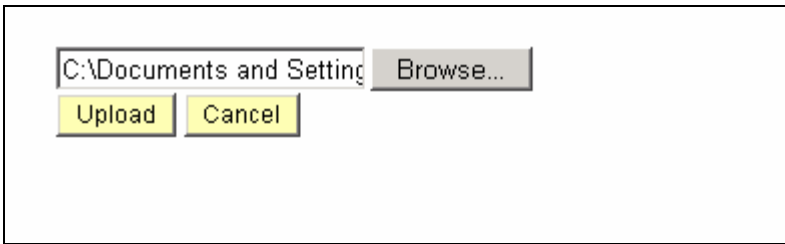
7.  Select the "Attach Resume File" radio button.



If you have an existing resume you can include it here by selecting one of the following options. Valid file extensions for attaching a resume are ".doc", ".html", ".htm", ".txt", ".rtf" and ".pdf".

Attach Resume File Paste Resume Text I am not providing a resume

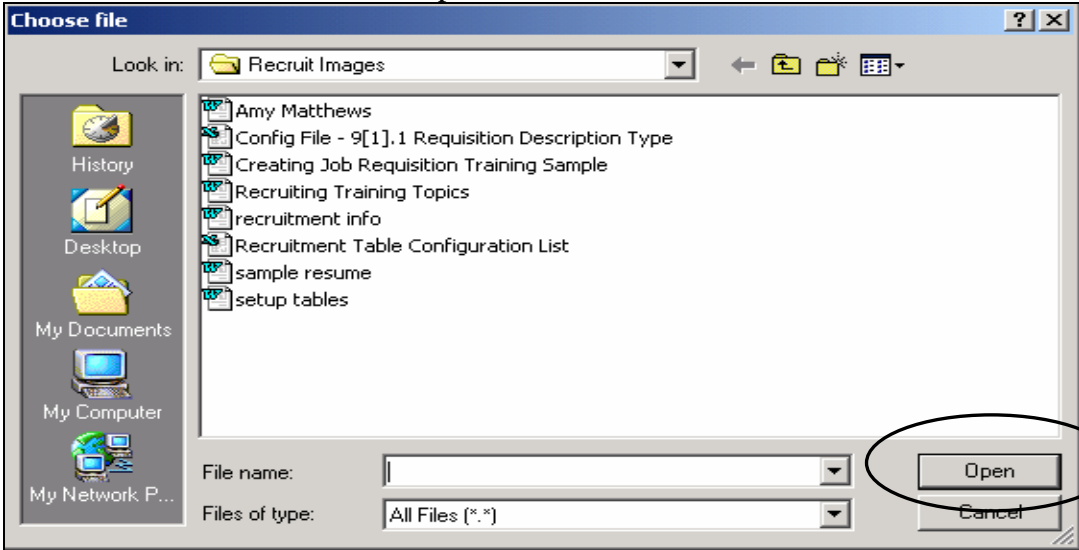
7A.  Select  .

You are in the Upload Resume page



7B.  Select  .

Locate document and select the Open Button.

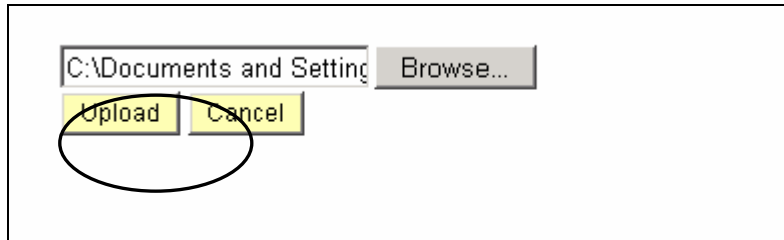


7C.



Select the Upload button.

Confirm that you have selected the correct item to be uploaded into the system.



The system begins extracting information to be used as part of the application process and automatically bring you to the next step.

Processing Resume ...

The system is extracting information from your resume and filling in the remaining steps for you. When it is finished you will be taken to the next step, where you can check the information is correct and complete your application.

If you cannot wait any longer, or you wish to fill in the remaining steps yourself, click the button below.

Stop Processing and Continue

If the system is processing too long or you want to manually enter the information then, select the **Stop Processing and Continue** button.

7D.



Go to Step 8 to continue process.

Paste Resume Options

8.



Select the "Paste resume text" radio button.

If you have an existing resume you can include it here by selecting one of the following options. Valid file extensions for attaching a resume are ".doc", ".html", ".htm", ".txt", ".rtf" and ".pdf".

Attach Resume File Paste Resume Text I am not providing a resume

8A.



Select **Next**.

Enter your resume in the box:



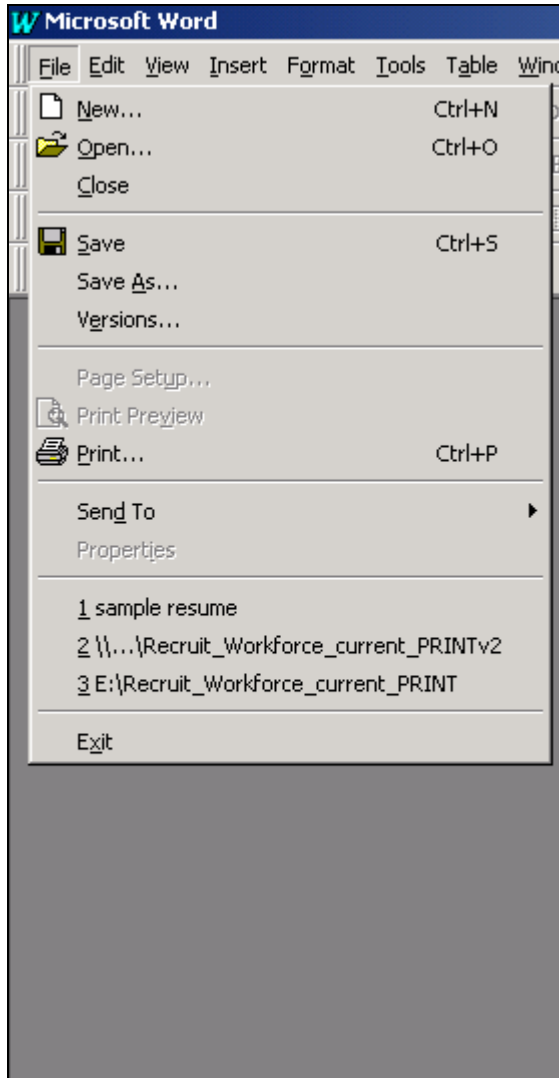
OK

Cancel

8B.



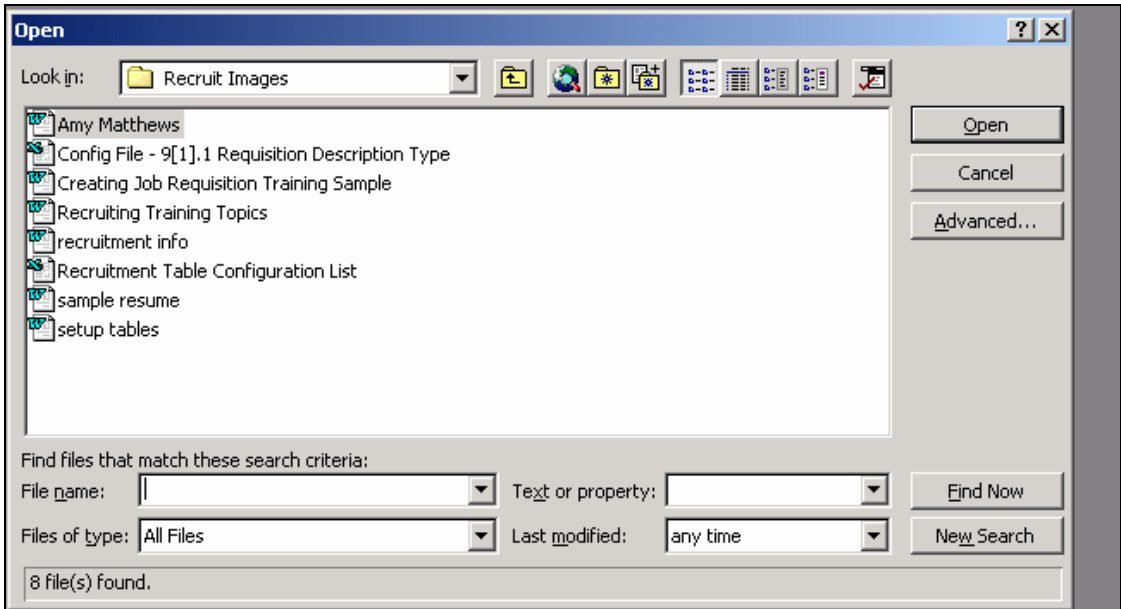
Locate your resume (outside the PeopleSoft application) and copy the text in your resume.



8C.



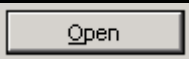
Select the resume to be copied.



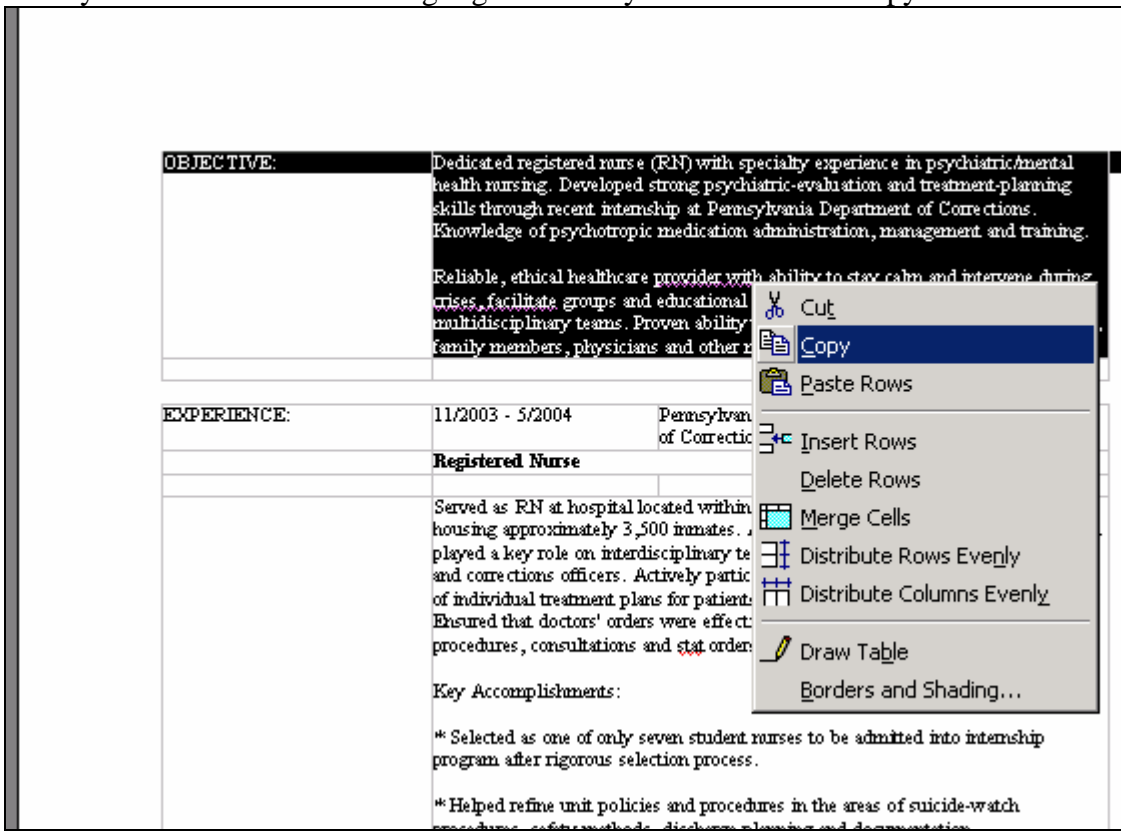
8D.



Select




Once you are in the document highlight the text you would like to copy.



8E.



On the “Enter your resume in the box” page, select  to paste the contents of your resume in the text box.

Enter your resume in the box:

Actively participated in development and implementation of individual treatment plans for patients with broad range of mental health issues. Ensured that doctors' orders were effectively carried out, including testing, medical procedures, consultations and stat orders for five-point restraint.

Key Accomplishments:


- * Selected as one of only seven student nurses to be admitted into internship program after rigorous selection process.
- * Helped refine unit policies and procedures in the areas of suicide-watch procedures, safety methods, discharge planning and documentation.
- * Responded to numerous volatile situations and violent outbreaks, earning the

OK

Cancel

8F.



Select .

8G.



Proceed to Step 8 to continue application process.

No Resume

9.



Select the "I am not providing a resume" radio button.

Attach Resume File Paste Resume Text I am not providing a resume

10.



Select [Next](#).

The Apply for Job—Contact Information screen.

Apply for Job

1 2 3 4 5 6 7 8 9 10 11

Contact Details

Enter your name, address, telephone number and e-mail address. The information you enter on this page may be used to contact you regarding the jobs you have applied for.

Note: When entering phone number below please provide the best number at which to contact you. In the event your contact information changes, please remember to update your application.

Name Format: United States [Change Country](#) [Refresh Name](#)

Name			
Prefix:	Dr	Middle:	
First:	Sheldon	Suffix:	M.D.
Last:	Peters		
Name:			

Address: [Edit Address](#)

Telephone: **Country Code:** ***Phone Type:**

***Email Address:** ten002@aol.com ***Email Type:**

[Previous](#) [Next](#)

* Required Field

Go To: [Applicant Home](#)

11.



Enter or Verify Contact Details Information.

Field Name	Defaults/ Required	Description
Prefix	Defaults to Blank	Used for mailing and identification purposes. Leave this blank, unless you are certain what prefix applicant wishes to use.
First	Required	Applicant First Name
Middle	Defaults to Blank	Applicant Middle Name
Last	Required	Applicant Last Name
Suffix	Defaults to Blank	No suffix in this example. (Jr. Sr. II, etc).
Telephone	Defaults to Blank	Enter the phone number where the recruiter can reach you.
Country Code	Defaults to Blank	
Phone Type	Defaults to Blank	Select the type of phone number you provided. (ie. Cell, fax, home, etc.).
Email Address	Defaults to Blank	Enter the email address where NYUMC can send information. If you do not have an email account , instruction son setting up a free Hotmail account are provided.
Email Type	Defaults to Blank	Select the type of email address you provided. (i.e., home, business, etc.).

12.



Click on the link labeled [Edit Address](#) to access Address page.

The Edit Address Page opens.

Edit Address

Country: United States [Change Country](#)

Address 1:

Address 2:

Address 3:

City: State: Postal:

County:


13.




Enter Address Information.

In the following steps, enter home address information:

Field Name	Defaults/Required	Description
Country	<i>Defaults to United States</i>	Use United States
Address 1	<i>Required</i>	Street Address 1
Address 2	<i>Defaults to Blank</i>	Street Address 2
Address 3	<i>Defaults to Blank</i>	Street Address 3
City	<i>Required</i>	City for Applicant Address
State	<i>Required</i>	State for Applicant Address
Postal	<i>Required</i>	Zip Code for Applicant Address
County	<i>Defaults to Blank</i>	County for Applicant Address

14.  Click to accept Address Information. This action will return you to the Applicant Contact Info page with the Address Information completed.

15.  Select . The Apply for Job—Current and Prior Employment Page. This page shows a summary of your employment history if you have attached or pasted your resume.

Apply for Job

1 2 3 4 5 6 7 8 9 10 11

Current and Prior Employment

This page shows a summary of your employment history if you have attached or pasted your resume. To add missing employment information to the summary, click the Add button below. To change information for period of employment, click the Edit button next to the name of the employer. To delete employment information from the summary, click the Delete button next to the Edit button.

Start Date	End Date	Employer

16.



Select the **Add** button.

To add missing employment information to the summary, click the Add button below.

Apply for Job

Employment Details

*Start Date: (example: 12/31/2000)

End Date: (example: 12/31/2000)

Employer:

Ending Job Title:

Country:

City:

State:

Telephone:

Responsibilities / Reason For Leaving:

OK

* Required Field






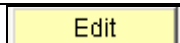

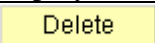
17.



Enter/Verify the following fields:

Field Name	Defaults/ Required	Description
Start Date	<i>Required</i>	Select the date you started employment by clicking the calendar or entering the date (MM/DD/YYYY).
End Date	<i>Defaults to Blank</i>	Select the last day you worked by clicking the calendar or entering the date (MM/DD/YYYY). If this is a current employer, leave this date blank.
Employer	<i>Defaults to Blank</i>	Company name of the employer.
Ending Job Title	<i>Defaults to Blank</i>	Last job title held with employer.
Country	<i>Defaults to Blank</i>	Country of the employer.

Field Name	Defaults/ Required	Description
City	<i>Defaults to Blank</i>	City of the employer.
State	<i>Defaults to Blank</i>	State of the employer.
Responsibilities/ Reason for Leaving	<i>Defaults to Blank</i>	Enter your job responsibilities and your reason for leaving.

18.		Click  .
19.		Select  to enter more employment information.
20.		Select  . To change information for period of employment, click the Edit button next to the name of the employer.
21.		Select  . To delete employment information from the summary, click the Delete button next to the Edit button.

22.



Select Next.

The Apply for Job-Education page displays.

Use this page to tell us about your secondary school education and any degrees you obtained from a college or university.

Apply for Job

1 2 3 4 5 6 7 8 9 10

Education

Use this page to tell us about your secondary school education, and any degrees you obtained from a college or university.

For the Highest Education Level field, please select the highest degree applicable to the position for which you are applying.

To add a secondary school, click the Add button below Primary/Secondary School Education. To change information for a school, click the Edit button next to the School field. To delete a school, click the Delete button under Primary/Secondary School Information.

To add a degree, click the Add button below College/University Education. To change information for a degree, click the Edit button next to the Date Issued field. To delete a degree, click the Delete button below College/University Education.

*Highest Education Level:

Primary/Secondary Education		
Country	School Type	School
Add		

College/University Education		
Degree	Major	Date Issued
Add		

Previous Next

* Required Field

23.



Select the Highest Education Level applicable to the position for which you are applying for from the dropdown box.

24.



Scroll to the Primary/Secondary Education section.

Select

Apply for Job

School Education Details

Country:

School Type:

Level Achieved:

Average Grade: Completed

*School: Other:

State:

* Required Field

25.



Enter/Verify the following information:

Field Name	Defaults/ Required	Description
Country	Defaults to United States	Select the appropriate country.
School Type	Defaults to Blank	Select "High School" from the dropdown box.
Level Achieved	Defaults to Blank	Select "Diploma or Equivalency" from the dropdown box.
Average Grade	Defaults to Blank	Enter the average grade received at this school
Completed	Defaults to Blank	Select the box if you completed the program
School	Required	Leave blank.
Other	Defaults to Blank	Enter the high school's name in this field
State	Defaults to Blank	State the school is located.

26.



Click .



Apply for Job



Education

Use this page to tell us about your secondary school education, and any degrees you obtained from a college or university.

For the Highest Education Level field, please select the highest degree applicable to the position for which you are applying.

To add a secondary school, click the Add button below Primary/Secondary School Education. To change information for a school, click the Edit button next to the School field. To delete a school, click the Delete button under Primary/Secondary School Information.

To add a degree, click the Add button below College/University Education. To change information for a degree, click the Edit button next to the Date Issued field. To delete a degree, click the Delete button below College/University Education.

*Highest Education Level:

Primary/Secondary Education

Country	School Type	School	Edit	Delete
USA	High School	Brooklyn Technical	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

College/University Education

Degree	Major	Date Issued
--------	-------	-------------

27.



Scroll down to the College/University Section.

Select .

Apply for Job

College/University Education Details

Country:

State:

*Degree:

Date Issued: (example: 12/31/2000)

Average Grade: Graduated

*Major: Other:

*School: Other:

Educator:

* Required Field

28.



Enter/Verify the following information:

Field Name	Defaults/ Required	Description
Country	<i>Default</i>	Select Country from the dropdown box
State	<i>Default</i>	Select the State from the dropdown box
Degree	<i>Required</i>	Select a valid option from the lookup functionality
Date Issued	<i>Defaults to Blank</i>	Select the date by using the calendar or enter the date the degree was issued(MM/DD/YYYY)
Average Grade	<i>Defaults to Blank</i>	Enter appropriate grade point average
Graduated	<i>Defaults to Blank</i>	Check box if applicable
Major	<i>Required</i>	Select a valid option from the lookup functionality
Other	<i>Defaults</i>	Value will default when a valid major is selected
School	<i>Required</i>	Select a valid option from the lookup functionality
Other	<i>Defaults</i>	Value will default when a school is selected
Educator	<i>Defaults to Blank</i>	Leave blank.

29.



Click .

30.

The Education page re-displays.

Education

Use this page to tell us about your secondary school education, and any degrees you obtained from a college or university.

For the Highest Education Level field, please select the highest degree applicable to the position for which you are applying.

To add a secondary school, click the Add button below Primary/Secondary School Education. To change information for a school, click the Edit button next to the School field. To delete a school, click the Delete button under Primary/Secondary School Information.

To add a degree, click the Add button below College/University Education. To change information for a degree, click the Edit button next to the Date Issued field. To delete a degree, click the Delete button below College/University Education.

*Highest Education Level:

Primary/Secondary Education

Country	School Type	School		
USA	High School	Brooklyn Technical	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

College/University Education

Degree	Major	Date Issued		
Bach Of Geol Engineering	MFRG TECHNOLOGY	05/19/2000	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

31.



If applicable, click to update information.

32.



If applicable, Click to delete information.

33.



Select to enter additional education information.

34.



Select Next.

The Competencies Section displays. This section only displays if the job requisition you are applying for requires a certain skill. You need to evaluate your proficiency for that particular skill.

PeopleSoft. Home Worklist Add to Favor

Apply for Job

1 2 3 4 5 6 7 8 9 10 11

Competencies

The following competencies are relevant to the jobs you are applying for. Tell us how proficient you are by rating yourself below.

Competency	Proficiency
Pipe Fitting	<input type="text"/>

Previous Next

35.



Select Next.

The Languages Section displays.

List any language (excluding English) for which you possess a degree of proficiency sufficient for translation.

Apply for Job

1 2 3 4 5 6 7 8 9 10 11

Languages

Please list any language (excluding English) for which you possess a degree of proficiency sufficient for translation.

Language	Speaking Proficiency	Reading Proficiency	Writing Proficiency
----------	----------------------	---------------------	---------------------

Add

Previous Next

36.



Select .

Apply for Job

Language Details

*Language: 

Speaking Proficiency: ▼

Reading Proficiency: ▼

Writing Proficiency: ▼

* Required Field

37.



Enter/Verify the following information:

Field Name	Defaults/ Required	Description
Language	<i>Required</i>	Select a valid value from the lookup functionality.
Speaking Proficiency	<i>Defaults to Blank</i>	Select a value from the dropdown box.
Reading Proficiency	<i>Defaults to Blank</i>	Select a value from the dropdown box.
Writing Proficiency	<i>Defaults to Blank</i>	Select a value from the dropdown box.

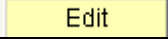
38.



Click .

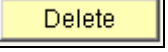
39.



Click  to update information.

40.



Click  to delete information.

41.



Select  to enter additional languages.

42.



Select .

The Licenses and Certificates page.
List license and certificates related to the position you are applying for.

Apply for Job

1 2 3 4 5 6 7 8 9 10 11

Licenses and Certificates

Please list license and certificates related to the position you are applying for.

License or Certificate	Date Issued
------------------------	-------------

43.



Select .

Apply for Job

License/Certificate Detail

*License or Certificate:

Date Issued: (example: 12/31/2000)

License/Certification Number:

Issued By:

* Required Field

44.



Enter/Verify the following information:

Field Name	Defaults/Required	Description
License and Certificates	<i>Required</i>	Select a valid value using the lookup functionality.
Date Issued	<i>Defaults to Blank</i>	Select the date by using the calendar or enter the date (MM/DD/YYYY).
License/Certification Number	<i>Defaults to Blank</i>	Enter the license and certification number information.
Issued By	<i>Defaults to Blank</i>	Enter the organization, company, person who issued the license/certification.

45.



Click .

You are able to view the License/certificates list.



Apply for Job

1 2 3 4 5 6 7 8 9 10 11

Licenses and Certificates

Please list license and certificates related to the position you are applying for.

License or Certificate	Date Issued		
Cert Pharmacy Technician	02/13/1997	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

46.



If applicable, click to update information.

47.



If applicable, click to delete information.

48.



If applicable, select to enter additional licenses and certifications.

49.



Select Next.

The Apply for Job--Questionnaire page

Answer all questions by selecting the appropriate check boxes.

Apply for Job

- 1 2 3 4 5 6 7 8 9 10 11

Questionnaire - You Must Answer All Questions

Have you ever been convicted of a crime? Note: NY Law prohibits unjustified discrimination on the basis of criminal conviction.

- Yes
- No

Has your professional licensure ever been suspended or revoked?

- Yes
- No
- Not Applicable

Can you perform the essential functions of the position for which you are applying with or without a reasonable accommodation?

- Yes
- No

Are you currently employed at any unit of New York University?

- Yes
- No

Are you currently employed at any other hospital in NYC?

- Yes
- No

Are you authorized to work legally in the United States? Please Note: Authorization is determined by U.S. Citizenship, lawful permanent residence status, or employment authorization from the immigration and naturalization service.

- No
- Yes. Evidence of your authorization to work in the U.S. will be required if a conditional offer of employment is made.

Are you under 18 years of age?

- Yes
- No

May we contact your previous employers?

- Yes
- No

Were you previously employed at NYU Medical Center?

- Yes
- No

Would you work any assigned shift?

- Yes
- No

Do you have any relative(s) currently employed by NYUMC? NYUMC does not restrict the hiring of relatives of employees or members of the same household except that they may not be assigned to positions where they would be subjected to supervision by them

- Yes
- No

May we contact your current employer?

- Yes
- No

Previous

Next

50.



Select

List references of direct supervisors only. Personal references are not necessary. Current references will not be contacted unless authorized by you in the questionnaire in the previous step.

Apply for Job

1 2 3 4 5 6 7 8 9 10 11

References

Please list references of direct supervisors only. Personal references are not necessary. Current references will not be contacted unless authorized by you.

Name	Employer

51.



Select

Apply for Job

Reference Details

First Name: Last Name:

Title:

Employer:

*Reference Type:

* Required Field

52.




Enter/Verify the following information:

Field Name	Defaults/ Required	Description
First Name	<i>Defaults to Blank</i>	Enter first name of your reference
Last Name	<i>Defaults to Blank</i>	Enter the last name of your reference
Title	<i>Defaults to Blank</i>	Enter the title of your reference
Employer	<i>Defaults to Blank</i>	Enter the company or organizations name
Reference Type	<i>Required</i>	Select the reference type "Professional" from the dropdown box.

53.

Click .



Apply for Job

1 2 3 4 5 6 7 8 9 10 11

References

Please list references of direct supervisors only. Personal references are not necessary. Current references will not be contacted.

Name	Employer		
Mary Blige	NYC Dept. of Health	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

54.

If applicable, click to update information.

55.

If applicable, click to delete information.

56.

If applicable, select to enter additional languages.

57.



Select Next.

The Apply for Job--Preferences page.

This page is used to tell us what an applicant is looking for in terms of working time and type of job.

Please disregard the "Geographic Preference" section.

Apply for Job

1 2 3 4 5 6 7 8 9 10 11

Preferences

Use this page to tell us what you are looking for in terms of working time and type of job.

Please disregard the Geographic Preference section as well as the Willing to Relocate checkbox.

Geographic Preference

First Choice: Second Choice:

Comments

Willing to Travel Percentage Travel: %

Willing to Relocate

Desired Start Date: (example: 12/31/2000)

Desired Work Days: **Monday** **Tuesday** **Wednesday** **Thursday** **Friday**
 Saturday **Sunday**

Regular/Temporary:

Full/Part-Time:

Minimum Pay: **Currency Code:**

Pay Frequency:

Desired Job Category:

Desired Shift:

Desired Hours Per Week:

Previous Next

58.



Enter/Verify the following information:

Field Name	Defaults/ Required	Description
First Choice	<i>Defaults to Blank</i>	<i>Not being used by NYUMC</i>
Second Choice	<i>Defaults to Blank</i>	<i>Not being used by NYUMC</i>
Comments	<i>Defaults to Blank</i>	<i>Not being used by NYUMC</i>
Willing to Travel	<i>Defaults to Blank</i>	Check the box if you are willing to travel.
Percentage Travel	<i>Defaults to Blank</i>	Enter the percentage of travel you would like to do.
Willing to Relocate	<i>Defaults to Blank</i>	Check the box if you are willing to relocate.
Desired Start Date	<i>Defaults to Blank</i>	Select date by using calendar or enter date (MM/DD/YYYY)
Desired Work Days	<i>Defaults to Blank</i>	Select the days of the week you are able to work, by checking the appropriate boxes.
Regular/Temporary	<i>Defaults to Blank</i>	Select using the dropdown box
Full Time/Part Time	<i>Defaults to Blank</i>	Select preference by using dropdown box.
Minimum Pay	<i>Defaults to Blank</i>	Enter minimum acceptable dollar amount
Currency Code	<i>Should always be USD</i>	Select appropriate code using the lookup functionality.
Pay Frequency	<i>Defaults to Blank</i>	Indicate how often you would like to get paid by selecting an appropriate value using the dropdown box.
Desired Job Category	<i>Defaults to Blank</i>	Select appropriate value using the dropdown box.
Desired Shift	<i>Defaults to Blank</i>	Indicate the shift you would like to work by selecting an appropriate value using the dropdown box.
Desired Hours Per Week	<i>Defaults to Blank</i>	Enter the amount of hours per week you would like to work.

59.



Select Next.

The –Apply for Jobs—How did you find out about us? Page displays.

Select the Referral Source that best describes how you found out about NYUMC or the position, which you are applying. If the Referral Source is Other, then provide the details in Other Referral Source. If the Referral Source is Employee, provide the details in Referring Employee Information. For all other Referral Source categories specify the Referral Source detail.

Apply for Job

1 2 3 4 5 6 7 8 9 10 11

How did you find out about us?

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Referral Details

Referral Source:

Referral Source Detail:

Other Referral Source:

Are you a former employee: Yes No

Previous Termination Date:

Referring Employee Information

Referral Name:

Email Address:

Member of your family: Yes No

Previous Next

60.



Enter/Verify the following information:

Field Name	Defaults/ Required	Description
Referral Source	<i>Defaults to Blank</i>	Select the referral source from the dropdown box.
Referral Source Detail	<i>Defaults to Blank</i>	Select the appropriate value by using the lookup functionality
Other Referral Source	<i>Defaults to Blank</i>	Enter the other referral source in this field
Are you a former employee	<i>Defaults to Blank</i>	Select yes if you worked for NYUMC in the past. Select no, if you have never worked for NYUMC
Previous Termination Date	<i>Defaults to Blank</i>	If you worked for NYUMC in the past, what was your termination date.
Referral Name	<i>Defaults to Blank</i>	Enter the name of the employee who referred you.
Email Address	<i>Defaults to Blank</i>	Enter the email address of the employee who referred you.
Member of family	<i>Defaults to Blank</i>	Is this referring employee related to you. Select either yes or no.

61.



Select Next.

Are you ready to submit your resume?
Review the statement prior to submission.

PeopleSoft.

Home | Worklist | Add to

Apply for Job

1 2 3 4 5 6 7 8 9 10 11

Submit Resume

If you wish to review your information use the previous and next links, or click the step numbers above, to navigate through the pages. When you have checked your information click the Submit button below to send us your resume.

Certain parts of your resume can be updated after submission, such as your contact information, but the rest cannot be changed because the information in your resume may be used in the candidate selection process and as such will be assumed to be a snapshot of your position at the time of submission. If your resume information changes significantly in the future, and you wish to apply for more jobs, you will be required to submit a new resume.

By submitting this application, I certify that the information contained in this application is correct to the best of my knowledge. I authorize investigation of all matters contained in this application and agree that any misleading or false statements would render this application void and would be sufficient cause for immediate dismissal in the event of employment. I understand that my employment is contingent upon satisfactory completion of a physical examination, the receipt of satisfactory work and education references. I agree, if employed to provide acceptable proof of age and work authorization and to abide by all NYU Medical Center rules and regulations. If employed, I authorize NYU Medical Center to conduct any and all verifications as permitted by federal, state, and municipal codes and regulations. I understand that my employment is not governed by any written or oral contract and is considered an "at will" arrangement. This means that I am free, as is NYU Medical Center, to terminate the employment relationship at any time, as long as there is no violation of applicable policy, federal, state, or local law.

Submit

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Previous

