

FAQ section-on the thank you for your application email provide a link back to the FAQ page

**How do I apply online?**

We accept applications through our online system at SwedishCovenant.org. To apply, go to the Careers section and filter your search options or search all openings.

**What is the process and timeline before I know my application status?**

We are honored that you are considering Swedish Covenant Hospital for your career. Thank you for taking the time to complete the application. Our Human Resources team reviews all applications and forwards qualified candidates to the manager for consideration. Typically, interviews are scheduled within 30 days of your application, often sooner. If you do not receive an interview, please return to our website and see if there are additional positions that you would be qualified to perform. We are happy to report that most of our positions generate many qualified candidates, and we apologize that we cannot respond to every inquiry personally. We wish you the best of luck in your career search!

**I submitted an application, but I have not heard back. What should I do?**

Please be patient since Human Resources and the Hiring Manager are reviewing many qualified applicants for our positions. Not all candidates will be contacted. Be sure to check your email as well as your junk mail folder since some managers use the email option to reach out to candidates. Make sure the phone numbers provided on your application are in working order and have working voice mail systems so messages can be left. Also, keep up-to-date on our website postings to see if the position is still posted and open to receiving applications.

**Does Swedish Covenant Hospital accept paper applications/faxed resumes, etc?**

Swedish Covenant Hospital's Careers website is the best way to apply. If you need an alternative method of application, please call the Human Resources department directly and we can assist you.

**The position I applied to is no longer available/filled. How can I apply for positions in the future?**

Feel free to apply for any position that you are interested in. Please check the website in the future to view our updated openings. As a returning applicant, your information is saved in the system and will only need to be updated for the position you are interested in. Go to our website: "Employment Opportunities" /Previous Applicants and enter your email address and password to login. This will allow you to update your profile information and add additional positions to your cart.

**What if I don't remember my password to the career website?**

If you do not remember your password, select the link "If you do not remember your password [click here](#)." You will be instructed to provide your email address that you used to apply previously. You will receive an email with a link to reset your password.

**How do I know if the position is still open?**

All open positions are posted online. If a position is not posted, it has been filled, canceled, or put on hold, and is not accepting applications.

**Can I apply for more than one position?**

You can add any position to your cart if you are signed in to your profile.

**Benefit Questions**

**What is FT/PT benefit eligible?**

Employees that are budgeted for 48 hours biweekly and above are eligible for hospital benefits, including medical/dental insurance, Galter Life Center discounted memberships, paid time off, 401K/403B match, tuition reimbursement and many others.