

# Frequently Asked Questions (FAQs)

## **What's the best way to apply for a position at Resource Solutions?**

Search and apply for a job on our Careers page. Once you have created a profile you'll be able to quickly apply for additional openings, set up job alerts, and view your application(s).

## **I am having difficulty submitting my application. What should I do?**

Our application form works on Internet Explorer, Firefox, and Chrome. Please try to access the form through one of those browsers.

## **How should I submit a resume?**

When you create your profile on the Resource Solutions Careers site, you'll be asked to share your career history by uploading an existing resume or importing your information from LinkedIn.

## **Can I apply for multiple positions?**

Yes, you may apply for multiple positions, but we would expect you to consider each application carefully. We will also consider your application for any other positions we deem relevant.

## **What happens after I apply for a role?**

We will carefully review your application and will be in touch if you are shortlisted for the role. We aim to give our candidates the best experience possible. This means we will only get in touch when we have the right opportunity for you.

## **Can I use different social sign-in methods to access my Resource Solutions Careers account?**

You should sign-in with the same account every time to ensure that all information that you've submitted remains consistent.

## **Can I keep more than one resume on file?**

You can upload multiple resumes as attachments within your profile, but the last resume submitted is the one that recruiters will associate with all active applications.

## **How do I remove my Resource Solutions Careers account?**

The ability to completely delete your Resource Solutions Careers account manually is not currently part of the Resource Solutions site experience. As an end user you will be able to remove resumes, job alerts, and information on your account. To delete your entire account along with any other information we kindly ask you put this request in writing to [RSGlobalIRTTeams@Resourcesolutions.com](mailto:RSGlobalIRTTeams@Resourcesolutions.com).

## **Can I edit a previously submitted resume?**

We recommend submitting a new resume when your work history, qualifications, or contact information change. Your most current resume will remain active in our database until you submit a new version. Users can update resumes at any time by editing their profile and adding or deleting attachments in the profile screen.

## **How soon will I know if a decision has been reached post interview? Can I expect a reply either way even if unsuccessful?**

Our Talent Acquisition team can help you understand the specific timeline for the job opening you have applied for. You should hear back from them with a status update within a week of your interview.