Careers

Enter your user name and password to login. If you have not yet registered, Register Here.

Basic Job Search

Keywords: [   ]

Posted: [Last Month ▾]

[Search] Advanced Search | Search Tips

Login

User Name: [   ]

Password: [   ]

[Login] Login Help | Register Now

First-time users accessing the site, click on Register Here hyperlink or Register Now hyperlink.

Job Posting Information

◀◀ First ◀ Previous | Next ▶ | Last ▶▶

Latest Job Postings

	Date	Job Title	Job ID	Location
☐	12/29/2010	Registered Nurse (NURSE, PER DIEM)	1339	Parnassus
☐	12/29/2010	Registered Nurse (CLINICAL NURSE II)	1338	Parnassus
☐	12/29/2010	Registered Nurse (NURSE, PER DIEM)	1337	Parnassus
☐	12/28/2010	Ultrasound Technologist (TECHNOLOGIST,U/S,SR,PER DIEM	1334	Parnassus
☐	12/28/2010	Director, Business Development (DIRECTOR, FUNC AREA)	1333	Harrison Street

Select All Deselect All

[Save Selected Jobs] [Apply for Selected Jobs]

Apply Without Selecting Job

Done
Local intranet
🔍 100% ▾

Returning users, enter User Name and Password and click on the Login button.

UCSF Medical Center

Favorites | Main Menu > Careers

Register

Enter your new user name and password.

Enter Registration Information	
*User Name:	
*Password:	
*Confirm Password:	

[Register] Return to Previous Page

In order to register, create a unique User Name and Password, confirm password and click the Register button.

Done   Local intranet   100%

UCSF Medical Center

Home | Sign out

Favorites | Main Menu > Careers

Careers Home   **Job Search**   **My Saved Jobs**   **My Saved Searches**   **My Career Tools**   **Logout**

Careers Home
Welcome

Basic Job Search

Keywords: [ ]

Posted: [Last Month ▼]

[Search]   Advanced Search   Search Tips

My Career Tools

0 Accepted/Unaccepted Applications

0 Cover Letters and Attachments

0 Saved Resumes

My Profile

Notifications

You do not have any notifications.

Job Posting Information

|◀◀ First ◀ Previous | Next ▶ Last ▶▶|

Latest Job Postings

Select	Date	Job Title	Job ID	Location
☐	12/29/2010	Registered Nurse (NURSE, PER DIEM)	1339	Parnassus
☐	12/29/2010	Patient Care Assistant, Per Diem	1342	Parnassus
☐	12/29/2010	Patient Care Assistant	1340	Parnassus
☐	12/29/2010	Patient Care Assistant, Per Diem	1341	Parnassus
☐	12/29/2010	Registered Nurse (NURSE, PER DIEM)	1337	Parnassus

Select All   Deselect All

[Save Selected Jobs]   [Apply for Selected Jobs]

Apply Without Selecting Job

To perform a search using keywords, enter the keyword(s) into **Keyword** field. Choose a posting timeframe from a drop-down menu under **Posted**. Click the Search button.

An Advanced Search can be performed by clicking on the **Advanced Search** hyperlink or the **Job Search** hyperlink on top of the page.

Once logged in, the system will display five most-recently opened Job Postings.

It is possible to apply without selecting a specific job using the **Apply Without Selecting Job** hyperlink. This will allow submission of a resume into the system.

Note: This option should not be used as the application will not be tied to a specific job and thus will not be reviewed.

Done   Local intranet   100%

UCSF Medical Center

Home | Sign out

Favorites | Main Menu > Careers

Job Search

▼ View Quick Search Criteria

Basic Job Search

Search For: REGISTERED NURSE   Posted: Anytime ▼

[Search] [Save Search]   Advanced Search   Search Tips

☑ 118 Results Found

Search Results

Select All Deselect All [Save Jobs] [Apply Now]   ◄◄ First ◄ Previous | Next ► | Last ►►

Search Results

Select	Created	Posting Title	ID Nbr	Job Family	Location
☐	12/29/2010	Patient Care Assistant, Per Diem	1341	Patient Support Services	Parnassus
☐	12/29/2010	Registered Nurse (NURSE, PER DIEM)	1339	Nursing	Parnassus
☐	12/29/2010	Registered Nurse (NURSE, PER DIEM)	1337	Nursing	Parnassus
☐	12/29/2010	Registered Nurse (CLINICAL NURSE II)	1338	Nursing	Parnassus
☐	12/29/2010	Patient Care Assistant	1340	Patient Support Services	Parnassus
☐	12/22/2010	Registered Nurse (NURSE, CLINICAL II)	1312	Nursing	Parnassus
☐	12/22/2010	Registered Nurse (NURSE, CLINICAL II)	1314	Nursing	Parnassus
☐	12/22/2010	Registered Nurse (Clinical Nurse II)	1330	Nursing	Parnassus
☐	12/22/2010	Assistant Patient Care Manager (NURSE, ADMINISTRATIVE I-SUPVR)	1319	Management	Parnassus
☐	12/22/2010	Registered Nurse (NURSE, CLINICAL II)	1316	Nursing	Parnassus

Select All Deselect All [Save Jobs] [Apply Now]

Return to Previous Page

Done   Local intranet   🔍 100% ▼

Once the results are returned based on the search criteria entered, positions for which an applicant wants to apply can be single- or multi-selected by clicking the appropriate checkbox(es).

Search criteria can also be modified by clicking on an arrow next to **View Search Criteria.**

5

UCSF Medical Center

Favorites | Main Menu > Careers   Home | Sign out

Job Search

▼ View Quick Search Criteria

Basic Job Search

Search For: [REGISTERED NURSE]   **Posted:** [Last Month ▼]

[Search] [Save Search] Advanced Search Search Tips

☑ **118 Results Found**

Search Results

Select All Deselect All [Save Jobs] [Apply Now]   ◄◄ First ◄ Previous | Next ► Last ►►

Search Results

Select	Created	Posting Title	ID Nbr	Job Family	Location
☐	12/29/2010	Patient Care Assistant, Per Diem	1342	Patient Support Services	Parnassus
☐	12/29/2010	Registered Nurse (NURSE, PER DIEM)	1339	Nursing	Parnassus
☐	12/29/2010	Registered Nurse (NURSE, PER DIEM)	1337	Nursing	Parnassus
☐	12/29/2010	Registered Nurse (CLINICAL NURSE II)	1338	Nursing	Parnassus
☐	12/29/2010	Patient Care Assistant, Per Diem	1341	Patient Support Services	Parnassus
☐	12/29/2010	Patient Care Assistant	1340	Patient Support Services	Parnassus
☑	12/22/2010	Registered Nurse (NURSE, CLINICAL II)	1312	Nursing	Parnassus
☑	12/22/2010	Registered Nurse (Clinical Nurse II)	1330	Nursing	Parnassus
☐	12/22/2010	Assistant Patient Care Manager (NURSE, ADMINISTRATIVE I-SUPVR)	1319	Management	Parnassus
☐	12/22/2010	Registered Nurse (NURSE, CLINICAL II)	1316	Nursing	Parnassus

Select All Deselect All [Save Jobs] [Apply Now]

Return to Previous Page

> Select the position(s) to apply to and click **Apply Now.**

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6

Apply Now

Choose Resume

Resume Options

How would you like to proceed?

- ⦿ Upload a new resume
- ◯ Copy and paste resume text
- ◯ Use an existing resume
- ◯ Apply without using a resume

[Continue]   Return to Previous Page

Select the **Upload a new resume** option and click **Continue.** Upload the resume document when prompted by the system.

Notes:

1. Returning users can select a resume used for prior applications by selecting **Use an existing resume** option. **(See Page 8 for instructions.)**
2. **Uploaded resumes must be either in PDF or Microsoft Word format.**
3. Selecting **Copy and paste resume text** may cause the text to lose formatting and **should not be used**.
4. **Apply without using resume should also not be used,** as the application will be considered incomplete without an applicant's resume and will not be

Done   Local intranet   100% ▾

Apply Now

Enter Resume Text

Resume Text

Resume Title: resume.doc

Language: English

File Name: View Attachment

Continue   Close   Return to Previous Page

When uploading a new resume, the **Resume Title** will populate with the name of the uploaded document and can be changed by editing the text in the **Resume Title** field.

There is an option to preview the attachment to assure that the correct attachment was selected and that formatting appears correctly. Click on the **View Attachment** hyperlink to preview the attachment.

Click **Continue** to proceed with the application.

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UCSF Medical Center

Favorites | Main Menu > Careers

Apply Now
Choose Resume

Resume Options

How would you like to proceed?

○ Upload a new resume

○ Copy and paste resume text   **Resume to Use:**

◉ Use an existing resume   Select Resume... ▾

○ Apply without using a resume

Continue   Return to Previous Page

When using an existing resume, select the desired resume from the drop-down menu under **Resume to Use:**

Click **Continue** to proceed with the application.

Done   Local intranet   ⊕ 100% ▾

Apply Now

Complete Application

Jobs you applied for

Posting Title		Remove
Registered Nurse (NURSE, CLINICAL II)		🗑
Registered Nurse (Clinical Nurse II)		🗑

Add Another Job to Application

resume.doc 📄 Use a Different Resume

Lady Boss

Edit Profile

◄ | Previous | Submit | Save | Cancel | Careers Home | Next | ►

Preferences   **Education and Work Experience**   **Referral Information**

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

Preferences

Desired Start Date:		📅
Are you willing to relocate?	No	
Are you willing to travel?	No	
Travel Percentage:		
Regular/Temporary:	Either	

Desired Work Days

☑ Monday   ☑ Tuesday   ☑ Wednesday
☑ Thursday   ☑ Friday   ☐ Saturday   ☐ Sunday

Full/Part-Time:	Either
Desired Shift:	Any
Minimum Pay:		Pay Frequency:	
Currency Code:	🔍
Desired Hours Per Week:	

Geographic Preference

First Choice: | | Second Choice: | |

The system will display the chosen position(s) that this resume will be attached to. The position(s) can be added or removed using either the **Add Another Job to Application** button or the **Trashcan** icon.

There are also options to use a different resume and Edit Profile, if necessary.

Done   Local intranet   100%

10

Add Another Job to Application

resume.doc 📄 | Use a Different Resume

Lady Boss

Edit Profile

◀ Previous | Submit | Save | Cancel | Careers Home | Next ▶

Preferences   **Education and Work Experience**   **Referral Information**

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

Preferences

Desired Start Date:	[____] 📅
Are you willing to relocate?	No ▼
Are you willing to travel?	No ▼
Travel Percentage:	▼
Regular/Temporary:	Either ▼

Desired Work Days

☑ Monday   ☑ Tuesday   ☑ Wednesday
☑ Thursday   ☑ Friday   ☐ Saturday   ☐ Sunday

Full/Part-Time:	Either ▼
Desired Shift:	Any ▼
Minimum Pay:	[____] Pay Frequency: [____] ▼
Currency Code:	[___] 🔍
Desired Hours Per Week:	[___]

Geographic Preference

First Choice: [____] ▼   Second Choice: [____] ▼
Comments: [_____] 🔗

◀ Previous | Submit | Save | Cancel | Careers Home | Next ▶

Done   💠 Local intranet   🔍 100% ▼

Various preferences can be selected by clicking on the **Preferences** hyperlink (system will default to this view, but the link can be clicked if necessary to navigate back to update preferences).

Once finished with preferences, click the **Education and Work Experience** hyperlink to continue with the application process.

Note: DO NOT CLICK SUBMIT UNTIL INFORMATION HAS BEEN ENTERED UNDER ALL THREE TABS.

Home | Sign out

Favorites | Main Menu > Careers

◄ Previous | Submit | Save | Cancel | Careers Home | Next ►

Preferences | Education and Work Experience | Referral Information

Indicate your highest level of education by selecting a value from the drop-down list below.

Education History

Highest Education Level: A-Not Indicated

If you have any Employment Information, enter it in this section.

Work Experience

Employer	Job Title	Start Date	End Date	Delete
Intermountain Healthcare (IHC)	Administrative Nurse Manager	01/01/2002	01/01/2005	🗑
Specialty Care Educator	▮	01/01/1996	01/01/2002	🗑
Administration	Program Manager	01/01/1900		🗑

➕ Add Work Experience

If you have any relevant training courses you want us to know about, enter them in this section.

Job Training

You have not added any training information to your application.

➕ Add Job Training

To add Degrees, select the Add Degrees hyperlink below. To change information for Degrees, select the hyperlink under the Degrees field. Select the delete icon to remove Degrees information.

▼ Degrees

You have not added any Degrees to your application

➕ Add Degrees

To add Licenses & Certifications to your application, select the Add Licenses & Certifications hyperlink below.

▼ Licenses & Certifications   Find | 🖼 | 🧮 | First ◄ 1-2 of 2 ► Last

Licenses & Certifications	Delete
Advanced Cardiac Life Support	🗑
Registered Nurse	🗑

➕ Add Licenses & Certifications

Local intranet   🔍 100%

Some information on **Education and Work Experience** page, such as Work Experience and Licenses and Certifications, will be parsed from the resume. The parsed information must be verified to assure that it is correct as well as complete.

Note: The system will generate an error any time there is a blank field.

To edit a field that is missing information, click on the **hyperlink** associated with the row in which the field appears.

Continue to scroll down the page and verify/edit/add information to the application.

Licenses & Certifications

Find | 🔲 | ▦ | First ◄ 1-2 of 2 ► Last

Licenses & Certifications	Delete
Advanced Cardiac Life Support	🗑
Registered Nurse	🗑

➕ Add Licenses & Certifications

Enter your references in this section.

References

You have not added any references to your application.

➕ Add Reference

On this page provide your answers to questions related to this application.

Application Questionnaire

Are you a UC Retiree?

☐ Yes

☐ No

If you answered yes, please indicate the retirement benefit that you elected.

☐ Lump Sum Cashout

☐ Monthly Retirement Payment

At the time of hire, will you have an active California Registered Nursing License?

☐ Yes

☐ No

At the time of hire, will you be able to submit proof of current work eligibility?

☐ No

☐ I will require UCSF to sponsor an employment based Visa

☐ Yes

◄ | Previous | Submit | Save | Cancel | Careers Home | Next | ►

At the bottom of the **Education and Work Experience** page, there is a short questionnaire that must be completed prior to submission of application.

Once the questionnaire has been completed, click on the **Referral Information** hyperlink, in the middle of the page, to continue to the next step.

Done | Local intranet | 🔍 100% ▾

Favorites | Main Menu > Careers   Home | Sign out

Apply Now

Complete Application

Jobs you applied for

Posting Title		Remove
Registered Nurse (NURSE, CLINICAL II)		🗑
Registered Nurse (Clinical Nurse II)		🗑

Add Another Job to Application

resume.doc 📄   Use a Different Resume

Lady Boss

Edit Profile

◄ Previous   Submit   Save   Cancel   Careers Home   Next ►

Preferences   Education and Work Experience   Referral Information

On this page you can tell us how you found out about the job. If you were referred to the job from another source you can enter details about the referral source.

Referral Information

How did you learn of the job:	Advertisement/Job Posting (web or p ▼
*SubSource:	▼
Specific Referral Source:	
*Are you a former employee:	No ▼

◄ Previous   Submit   Save   Cancel   Careers Home   Next ►

The referral source is required and can be selected from the drop-down menu under **How did you learn of the job:**

Are you a former employee: is also a required field and will default to "No" but can be changed if necessary.

Once all the information has been entered and verified, click **Submit** to continue.

Local intranet   🔍 100% ▼

Submit Online Application

Self Identification Details

Qualified applicants are considered for and treated during employment without regard to race, color, religion, national origin, citizenship, age, marital status, ancestry, physical or mental disability, medical condition, veteran status or sexual orientation.

Solely to help us comply with federal and state Equal Employment Opportunity record keeping, and other legal requirements, we invite you to complete the following information.

Please note that completion of this information is voluntary. Refusal to complete this information will not subject you to adverse treatment. The information you provide is confidential and will be kept separate from your other applicant information. This information will be used for data reporting requirements and will not be considered in making any employment decisions.

*Gender: [Unknown ▼]

Ethnic Group   Find | First ◄ 1 of 1 ► Last

[▼]   🗑

Add Ethnic Group

☐ I decline to provide my self identification details.

Select **Gender** and **Ethnic Group** from the drop-down menus.

Scroll down the page to view and accept **Terms and Agreements.**

Terms and Agreements

Please read through the following Terms and Conditions of employment at UCSF Medical Center. By clicking on "I agree to these terms" you will signify your acceptance of these conditions and certify that the information you have provided on your resume and application is true and complete to the best of your knowledge. The information on your resume and application are subject to verification, and falsification of any information is considered a serious infraction and may result in the termination of your employment with the University upon discovery.

All final applicants selected for a position are required to undergo a background check facilitated by UCSF Medical Center. In accepting a critical position, it is understood that employment is contingent upon a satisfactory criminal background check. A satisfactory background check is the absence of a criminal record which bears a demonstrable relationship to the applicant/employee's suitability to perform the required duties and responsibilities of the position.

A conviction (plea of guilty or nolo contendere (no contest) or a verdict of guilty of an offense) may not prevent employment by the University of California, San Francisco. A complete disclosure of all convictions for such offenses is necessary before being considered for employment. Failure to make a complete disclosure of such convictions may result in the rescission of offer or dismissal.

Employment reference checks and verifications are also part of the normal employment process.

At the time of hire, the following will be required:
- Submission of proof of current work eligibility
- United States of America citizens will be required to sign the State of California Oath of Allegiance
- A Patent Agreement must be signed upon employment.

In addition to the criminal background check, candidates offered employment at UCSF Medical Center will be required to undergo the following:

Additional background checks
Searches will be conducted with the Office of Inspector General (OIG) exclusion list, the General Services Administration (GSA) exclusion list, National Sex Offender Registry and the National Criminal Database. Verifications of education will be conducted for positions requiring a college degree or above as a minimal requirement), license and certifications verification for positions requiring a license or certification and DMV records (for positions requiring operation of a vehicle). Fingerprinting is required for any position having direct access to or responsibility for cash or cash equivalent or unescorted access to certain identified radioactive materials in compliance with the Nuclear Regulatory

Done   🌐 Local intranet   🔍 100% ▼

Add Ethnic Group

☐ I decline to provide my self identification details.

Terms and Agreements

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Health Clearance
A pre-placement health clearance and assessment to determine the new hire candidate's ability to perform the essential functions of the position with or without accommodation. A refusal to participate in the pre-placement health clearance will result in a rescission of offer.

Substance Abuse Screening
A pre-employment substance abuse screening. A refusal to participate in the pre-employment substance abuse screening will result in a rescission of offer.

◉ I agree to these terms

○ I do not agree to these terms

[Submit] [Cancel] Return to Previous Page

Check the circle next to **I agree to these terms** and click the **Submit** button.

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UCSF Medical Center

Favorites | Main Menu > Careers

Careers Home | Job Search | My Saved Jobs | My Saved Searches | My Career Tools | Logout

My Applications

☑ You have successfully submitted your job application.

My Applications

Display applications from: Within Last Week [▼] [Refresh]

◄◄ First ◄ Previous | Next ► Last ►►

Applications In Progress

Application	Status	Application Date
Registered Nurse (NURSE, CLINICAL II)	Applied	01/03/2011 12:58PM
Registered Nurse (Clinical Nurse II)	Applied	01/03/2011 12:58PM

A message confirming successful submission to the listed jobs should be displayed.

🌐 Local intranet   🔍 100% ▾