



Quorum Careers: Frequently Asked Questions

Application Process

- How do I apply for a job at Quorum?
- Do I need an email address to apply for a job at Quorum?
- Do I have to attach my resume?
- How will I know if my online application was submitted successfully?
- How can I tell if my resume is still active in the Quorum system?

How do I apply for a job at Quorum?

All applications should be submitted using the online application process. The first step in the process is to visit [Join Our Team](#). You will see a list of open positions. Click on the title of the position you are interested in, and then click on the “Apply Now” button. You will be taken to the registration page where you can generate your Candidate Presence by entering an email address and a password you create. The applicant tracking system will ask you to sign in and redirect you to the position you are applying for.

If you need assistance with completing the online application, please contact our Recruiter via email at Recruiter@quorumfcu.org.

Do I need an email address to apply for positions at Quorum?

In order to complete the online application, an email address is required. You will be notified by email to confirm your successful job application completion. Note that once entered, you can’t change or edit the email address, however, you can reset the password.

Do I have to attach my resume?

Yes, we require your current resume to be attached to your Candidate Presence.

How will I know if my online application was submitted successfully?

You will receive an email confirmation after successfully applying for a specific position.

How can I tell if my resume is still active in Quorum’s applicant tracking system?

Resumes remain active in the Quorum database indefinitely. As you obtain additional work or educational experience, you are encouraged to update your Candidate Presence and resume.

Searching and Applying for Open Positions

- How do I search for open positions?
- What happens after I submit my application for a position?
- Where can I find salary information for open positions?
- How are individuals selected for interviews?
- How do I know if a job at Quorum is still open?
- How long does a position remain open?
- How will I know if a position has been closed or cancelled?
- Who can I contact if I need an accommodation for special assistance in completing my application?

How do I search for open positions?

Go to the [Quorum Website](#), click on the “Careers” link at the bottom of the home page, scroll down to “Life at Quorum” and click “Check out our current openings” OR “Join Our Team.”

What happens after I submit my application for a position?

You will receive an email confirmation when you have successfully applied to an open position. Your application and resume will be reviewed by the Human Resources Department. If you are selected to move forward in the process Human Resources will reach out directly by phone or email for an initial screening. During the screening, details of the job and your qualifications will be discussed.

Where can I find salary information for open positions?

The salary range will be located at the bottom of each job posting.

How are individuals selected for interviews?

The Human Resources Department determines which applicants best meet the job qualifications and needs of the position.



How do I know if a job at Quorum is still open?

Any position that appears on the Job Postings website is still open. You may also check the status of positions for which you have applied through the Applications tab under My Presence in your account.

How long does a position remain open?

Most positions at Quorum do not have defined closing dates. A position will remain open until the position is either closed (an applicant hired) or cancelled (position closed without a hire).

How will I know if a position has been closed or cancelled?

If a position is no longer on the Quorum career website, the position has been closed or cancelled. You will receive an automated email notifying you of the status of your application if you are not selected to proceed in the interviewing process, and/or if the position closes or cancels. You can also review your Job Application Status by logging into your account.

Who can I contact if I need an accommodation for special assistance in completing my application?

If you are a person with a disability and require assistance with the application or interview process, please contact Quorum, at 914-371-6614, Monday through Friday, 8 a.m. to 5 p.m. ET.

Application Status

- How do I check the status of my application?
- When can I expect to hear about the status of my application?
- How long will the positions I applied for remain in my Job Applications?
- Who can I follow up with about a job I have applied for?

How do I check the status of my application?

You can log into your account and go to My Presence, then click the Application tab to check the status of your application.



When can I expect to hear about the status of my application?

If your application is selected to continue in the process, Human Resources will contact you directly via email or phone. Response time will vary depending on volume of applicants and the number of positions open. You will receive an automated email notifying you of the status of your application if you are not selected to continue in the interviewing process, and/or when the position closes or cancels.

Who can I follow up with about a job I have applied for?

You can email our recruiting team directly at Recruiter@quorumfcu.org.