

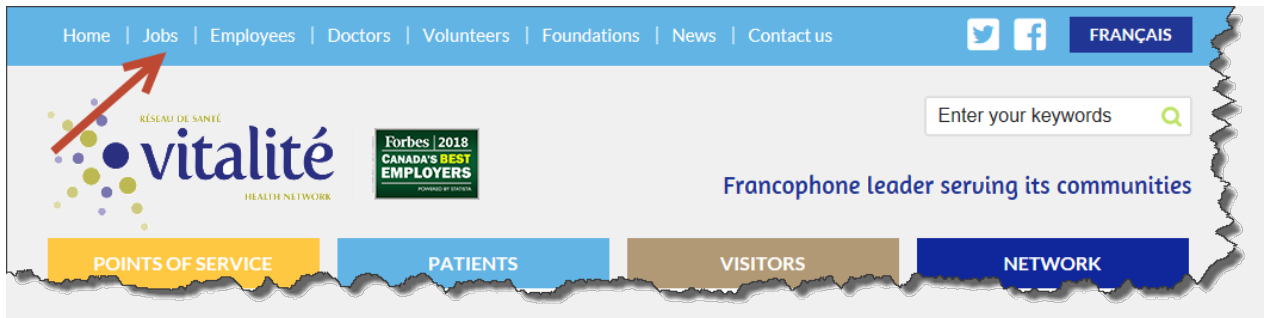
Vitalité Health Network Career Centre

Browse available positions and apply for a job (external candidates)

1. Navigate to Vitalité Health Network's website: www.vitalitenb.ca.

If you are using Vitalité Health Network's tablet, click on **itacit** and proceed to Step 5.

2. From the home page, click on "Jobs".



3. In the "Positions available" section, select "click here" below to go to Vitalité Health Network's Career Centre.



4. To reach the Career Centre directly, you can also use this address

<https://vitalitenb.itacit.com/itacit-career-ui/?&CLIENT=73224542677&SID=4&LANGUAGE=E>

5. To search by category, location or job type, click the corresponding arrow to display the scroll-down menu. This will allow you to refine your search.

218 found

General Career Application
CANDIDATE DATABASE

À déterminer / To be determined, NB

6. If your profile does not match the various job opportunities currently posted on our website, we invite you to show your interest by submitting a General Career Application. Select “General Career Application CANDIDATE DATABASE”.
7. After making your selection (e.g. position available or general career application), click on “Apply”. The page below will appear. If you already have an account, enter your e-mail address and password; if not, please create an account to continue.

Sign in.

Email address

Password

[Forgot your password?](#)

SIGN IN

Don't have an account yet?

You need an account before you can submit an application.

Once you've created an account, you'll be able to easily find and apply for jobs that match your interests.

GET STARTED

- To create an account, click on “Get Started”; enter your e-mail address and create a password. Then click on “Get an Account”.
- Once your account is created, you need to re-type your e-mail address and password to go to the next page.

[← BACK](#)

Let's get started!

Email address

An email address is required for an account.

Password

Type a password for this account. A good password is one that is hard for others to guess but is easy for you to remember.

Type the same password again to confirm

[GET AN ACCOUNT](#)


Note: If you do not have an e-mail address, please see Appendix A.

[CURRENT OPPORTUNITIES](#)

Sign in.

Email address

Password

[Forgot your password?](#)

[SIGN IN](#)

Don't have an account yet?

You need an account before you can submit an application.

Once you've created an account, you'll be able to easily find and apply for jobs that match your interests.

[GET STARTED](#)

10. Enter your information in the empty fields and click “Next”.
11. Click on your selection. If you are unable to finish your application right away, you have the opportunity to finish it later. However, please note that your application will be incomplete until then.

JANE | MY APPLICATIONS | CURRENT OPPORTUNITIES

1 found

General Career Application
CANDIDATE DATABASE

À déterminer / To be determined, NB

You started but have not yet submitted an application
November 27, 2018 at 8:26 am (Atlantic Standard Time)

12. At Step 1 (“Get Started”), read the instructions carefully and click “Next”.

JANE | MY APPLICATIONS | CURRENT OPPORTUNITIES

You are applying for the **General Career Application CANDIDATE DATABASE** position.

1 Get Started | Add a Document | Add Work and Education | Complete Questionnaire | Review and Submit

Get Started

Please follow the instructions outlined here.

- After you've completed each step, choose **Next** to proceed. If you wish to go back to make changes, choose **Back** to return to the previous step.
- At the end of these steps, you will have the opportunity to review all the information you've provided and then submit your application. You must submit your application in order for it to be considered.
- If you choose to complete this application at a later time, you can sign out at any time and your progress will be saved. The next time you sign in, you will be able to continue where you left off.
- If you change your mind and decide not to apply, you can choose **Withdraw this application** at any time.

[Withdraw this application](#) | < BACK | NEXT >

13. At Step 2 (“Add a document”), you need to attach your résumé as well as any other document relevant to your application as indicated below.

The screenshot shows a user interface for an application process. At the top, there is a navigation bar with a profile icon and the name 'JANE', and two menu items: 'MY APPLICATIONS' and 'CURRENT OPPORTUNITIES'. Below the navigation bar, a message states: 'You are applying for the **General Career Application CANDIDATE DATABASE** position.'

A progress bar below the message shows five steps: 'Get Started', 'Add a Document', 'Add Work and Education', 'Complete Questionnaire', and 'Review and Submit'. The 'Add a Document' step is highlighted with a blue circle and the number '2'.

The main content area is titled 'Documents' and contains the text: 'For this application, you are asked to include the following documents:' followed by a bulleted list: '• Your resume' and '• A cover letter (optional)'. Below the list is a blue button with a plus sign and the text 'ADD A DOCUMENT'. A red arrow points to this button. Below the button is a white box containing the text: 'No documents have been included.'

At the bottom of the main content area, there are three buttons: 'Withdraw this application', '< BACK', and 'NEXT >'.

14. After clicking on “Add a document”, you need to upload your résumé using your USB key or directly from your computer; then, choose the description that matches the document you added.

The screenshot shows a dialog box titled 'Add a Document' with a close button (X) in the top right corner. The dialog box is divided into two sections: 'Document' and 'Description'. In the 'Document' section, there is a white box containing the text: '84.2 kB', 'Curriculum Vitae .pdf', and a blue link 'Remove file'. A red arrow points to the file name. In the 'Description' section, there is a dropdown menu with the text: 'Choose a description for the document:' and 'Resume'. A red arrow points to the dropdown menu. At the bottom of the dialog box, there are two buttons: 'CANCEL' and 'OK'.


15. If you have no other documents to add to your application, click “OK” then “Next”.
16. At Step 3 (“Add Work and Education”), you need to complete the “Add Work” AND “Add Education” sections.

You are applying for the **General Career Application CANDIDATE DATABASE** position.




Previous Work and Education

Please include all applicable work and education history.

[+ ADD WORK](#) 

No previous work has been included.

[+ ADD EDUCATION](#) 

No previous education has been included.

[Withdraw this application](#) [< BACK](#) [NEXT >](#)

17. In the “Add Work” section, enter the information about your current job and click on “Add Work” again to add your previous jobs, if applicable. In the “Add Education” section, enter the information about your completed education or your education in progress.
18. At Step 4 (“Complete Questionnaire”), read the instructions carefully, taking note that your application will be destroyed six months after the date received. Complete all mandatory fields.

You are applying for the **General Career Application CANDIDATE DATABASE** position.



Vitalité Health Network - General Application Form


Please complete all sections as thoroughly as possible, even if you are attaching a resumé.

You must provide complete information, as this will be used to determine your eligibility and qualifications for a job.

The personal information requested on this form is collected and managed in compliance with the Right to Information and Protection of Privacy Act currently in effect.

All applications will be destroyed six months after the date received.

Personal information

1. (Required) Full name (first, initial, last name) 
2. (Required) Complete address (address, city, province, postal code)

19. At Step 5 (“Review and Submit”), you have reached the final step. If you wish to make a change or addition, click “Previous” until you reach the screen where you want to make your change. Make your change, then click “Next” until you reach Step 5 and then click on “Submit my application”.
20. A message will appear on the screen and you will receive an e-mail to acknowledge receipt of your job application. You can also view the confirmation by clicking on “My Applications”.

JANE | **MY APPLICATIONS** | CURRENT OPPORTUNITIES

3 found

General Career Application
CANDIDATE DATABASE
À déterminer / To be determined, NB

You submitted an application
November 26, 2018 at 12:29 pm (Atlantic Standard Time)

21. If you wish to withdraw your job application, you can do so at any time by clicking on “Withdraw this application” at the bottom of each page or through “My Applications” by clicking on “Withdraw this application”.

JANE | MY APPLICATIONS | CURRENT OPPORTUNITIES

General Career Application MY APPLICATION JOB POSTING
CANDIDATE DATABASE

Location: Zone 1 - Beauséjour (Vitalité), Location: Zone 4 - Northwest (Vitalité), Location: Zone 5 - Restigouche (Vitalité), Location: Zone 6 - Acadie-Bathurst (Vitalité) - À déterminer / To be determined, New Brunswick

You submitted an application on November 26, 2018.

Your application [Withdraw this application](#)

22. Remember to click on “SIGN OUT” when you are done.
23. For technical support, please contact the Human Resources Department
 - Emplois.jobs@vitalitenb.ca
 - 1-833-249-2003

Last update: January 14, 2019