

Job Search Guide: Patient Care Associate / Patient Care Tech with Bon Secours

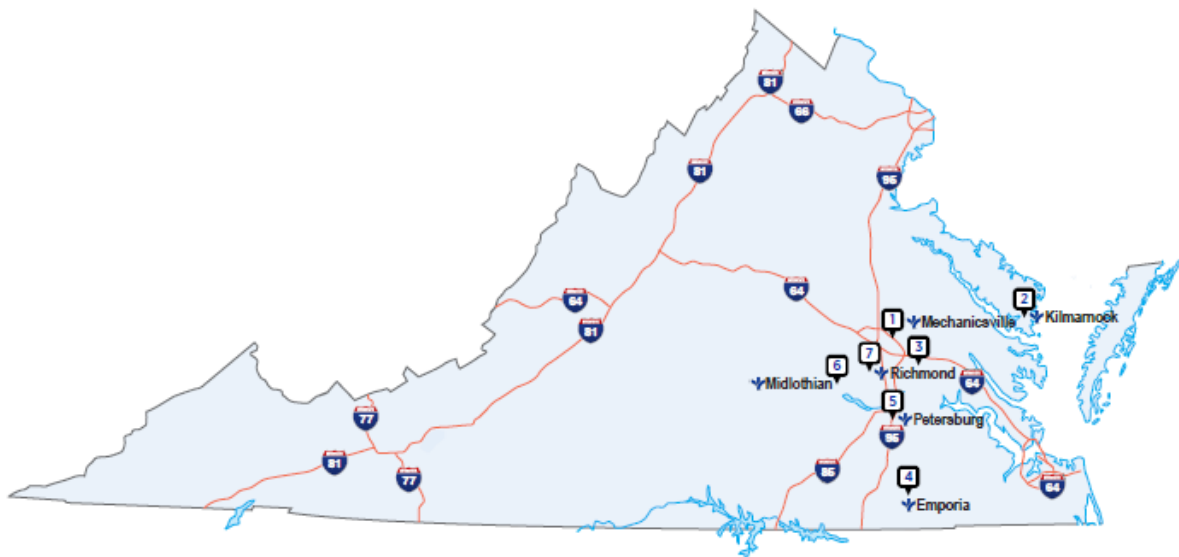
Bon Secours Memorial College of Nursing
Southside College of Health Sciences

Before you begin:

- 1) Make sure you have a professional voice mail message and check that frequently. A call from a hiring recruiter could come from most any area code.
- 2) Think about where you live and which hospital(s) are most convenient. Most students work at a location convenient to their home.
- 3) There is competition for all jobs so students may need to apply for more than one vacancy. Please contact Career Services for assistance.



**BON SECOURS MERCY HEALTH
RICHMOND AREA HOSPITALS**



- | | |
|--|---|
| 1 Memorial Regional Medical Center | 8260 Atlee Road Mechanicsville, VA 23116 |
| 2 Rappahannock General Hospital | 101 Harris Road Kilmarnock, VA 22482 |
| 3 Richmond Community Hospital | 1500 N 28th Street Richmond, VA 23223 |
| 4 Southern Virginia Regional Medical Center | 727 N Main Street Emporia, VA 23847 |
| 5 Southside Regional Medical Center | 200 Medical Park Blvd Petersburg, VA 23805 |
| 6 St. Francis Medical Center (off Rt. 288) | 13700 St. Francis Blvd Midlothian, VA 23114 |
| 7 St. Mary's Hospital | 5801 Bremo Road Richmond, VA 23226 |

Visit careers.bonsecours.com

Follow the screen captures below to locate student nurse jobs in central Virginia.

Careers at Bon Secours | Bon Secours

https://careers.bonsecours.com/us/en/

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Browse Jobs Life @ Bon Secours About Us Students Returning Applicants Our College Saved jobs (0)

You Belong Here

Q PCT X Richmond, VA X Search

Location
Richmond, VA, USA

Get tailored job recommendations based on your interests. Get Started

Windows Taskbar: Inboxes, Leader..., Zoom, Documents, Careers..., Excel | ... 9:54 AM 12/12/2022

PRN jobs are recommended for students; PRN appears in the job title. To apply, click on the job title.

Search results | Find available jobs

https://careers.bonsecours.com/us/en/search-results?keywords=PCT&p=ChU7cmZVwRkRyYkRxC4m0-2L8&location=Richmond,%20VA,%20USA

Google Citrix Gateway Web Client Live CampusNexus Stud... Bon Secours Allison E. Peterson |... Home - Carva Career Services | Bo... NACE Jobwire

Life @ Bon Secours
You belong here. Whatever your interests, apply for the role that inspires you. Learn more about how we're building a ministry where we're all proud to belong.
[Learn more >](#)

Create Job Alert

PCT CVICU FT Evening/Nights
R137615 Richmond, Virginia Patient & Clinical Support
St Mary's Hospital - Richmond Specialty Intensive Care Units Service Line
Evenings/Nights On-Site Full time

PCT (Oncology/Clinical Observation) - PRN Evenings/Nights
R145661 MECHANICSVILLE, Virginia Patient & Clinical Support
Memorial Regional Medical Ctr Oncology Units Service Line
Evenings/Nights On-Site PRN

PCT (Oncology) - Full Time, Days/Evenings
R144872 MECHANICSVILLE, Virginia Patient & Clinical Support
Memorial Regional Medical Ctr Oncology Units Service Line
Days/Evenings On-Site Full time

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Which Jobs Do I Qualify For?

Possible student jobs include: Patient Care Associate | Monitor Tech | Unit Secretary | Transporter

After completing NUR 2102 and 2103 (at Bon Secours) or your first semester (Southside) **or** if you are a licensed C.N.A.: Patient Care Tech | ER Tech | Behavioral Health Tech | Patient Sitter/Companion
If you are a licensed LPN, you may find LPN positions posted as well.

Which Schedule or Shift Should I Select?

The recommended shift for a nursing student is PRN: which requires a minimum of 36 hours every 6 weeks (averaging 6 hours each week.) Most managers will allow you to work more hours when they have a need. Many units allow you to self-schedule your hours. Some units have a requirement of 1 weekend per month. Ask about these scheduling requirements in your job interview.

PRN = 36 hours every 6 weeks at a minimum. Ask about weekend requirements.

Part-Time: = up to 31 hours each week.

Full-Time: = 32-40 hours weekly.

Applying

- Click on a specific job. Complete the entire application.
- Attach your resume saved as a PDF document
- If you get an immediate email indicating you will not be going forward in the hiring process, it is likely due to high applicant volumes. Don't be discouraged...just continue to apply.
- If 10 business days pass without being contacted by anyone in Talent Acquisition (the recruiters) College of Nursing students, please send an email to career advisor Allison Peterson so she can look into it at Allison_Peterson@bshsi.org
- SCHS students please contact career advisor Blakeney Hartka at Blakeney_Hartka@bshsi.org

Creating a Resume

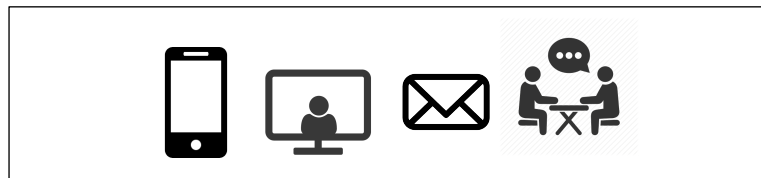
- View at least two of the sample resumes at <https://www.bsmcon.edu/resume-writing>
- More free templates can be found in Word, Google Docs and Canva.
- Avoid including your photo, home address, social security number or personal, family details.
- Contact Career Services for assistance.
- At BSMCON & SOMI, contact Allison _ Peterson@bshsi.org
- At SCHS, contact Blakeney_Hartka@bshsi.org

Interviewing

- If you are invited to interview, check out the "Get Hired Guide" for examples of the most common questions our students are asked! [Get Hired! Interview Guide](#)

Orientation

- If hired, you will be required to attend New Employee Orientation, unit orientation, an occupational health screening, and certain types of training. These are required and must be completed within certain time frames.
 - Orientation and workplace training **must not interfere with your classes/clinicals.**
 - Check your class schedule and **request on-line orientation at the time you accept the offer of employment if there is a conflict.** It is available at certain times of the year. Or, try to align this training during a break from classes (Winter Break, Spring Break, Summer)
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CAREER SERVICES

Allison Peterson | Allison_Peterson@bshsi.org | (804) 627-5381 | Room 232,
College of Nursing
Bon Secours Memorial College of Nursing | St. Mary's School of Medical Imaging

Blakeney Hartka, Blakeney_Hartka@bshsi.org | Southside College of Health
Sciences, 2nd floor