



**Boise Cascade**

## **Application Process**

1. Boise Cascade accepts resumes for open positions only.
2. You can apply online from this website, with your local state employment agency, or directly to the location by fax, email, or direct mail as noted on the job posting.
  - a. If your skill sets and experience match the criteria we're looking for, you'll be contacted.
    - i. It could take a week or two from the time you submit your resume or job interest form.
  - b. If your skill sets and experience do not match the criteria we're looking for, you will receive a letter thanking you for your interest.
    - i. We encourage you to continue to check our website at [www.bc.com](http://www.bc.com) for other openings that might be a better fit with your skill sets, abilities and experience.
3. You may be invited to participate in a phone or face-to-face interview, depending on your location.
  - a. Some travel may be required for face-to-face interviews.
  - b. Interviews will be scheduled with people who would work with you in the position you are applying for (internal customers, hiring manager, peers, and human resource professionals).
  - c. You could have 3 or more interviews, depending on the position for which you applied.
4. Boise Cascade uses behavior-based interviewing techniques.
  - a. Interview questions are asked about specific prior job experiences, how you performed during those experiences and the result of your action.
  - b. Questions are based on certain attributes or competencies that the qualified candidate needs to possess in order to perform the job duties.
    - i. Attribute examples: building strategic working relationships, customer service, and stress tolerance.
5. A safe and drug-free workplace is important to us, so every new hire will be required to pass a criminal background check and a pre-employment drug screen.