

Frequently Asked Questions

How can I confirm that Red Deer College received my resume?

Once you have submitted your application on-line, you will receive a confirmation number, which indicates your application has been successfully submitted. As well, you can check the status of your application on-line by logging into the Employment site and clicking 'Your Applications' from the side menu.

How long will it be before I am contacted after submitting my application?

If you are shortlisted, you will normally be contacted between one and three weeks of the position closing date to conduct a phone screen or arrange an interview.

Can I submit my resume via email, fax, or in person?

You must apply online. Red Deer College does not accept resumes via email, fax or in person.

How does RDC deal with relocating?

The College may reimburse employees who have been offered permanent employment for all reasonable moving expenses incurred to assist in reducing the financial impact of relocation. Reimbursement of relocation expenses must be discussed prior to accepting an offer of employment. The employment contract will indicate an employee's eligibility for reimbursement.

Can I contact the Hiring Manager or Human Resources before I submit my resume?

If you are unable to find answers through the RDC website, Employment page or on this document, please send an email to HRO@rdc.ab.ca.