How to Apply

Purpose: External candidate to apply for a position with US Foods

Requirements: For optimal performance use Chrome, IE 11 or Mobile Phone

Steps:

Start

Navigate to https://www.usfoods.com and click on Continue to USFOODS.COM:

Step 1

Click on Careers:
Step 2  
To view current listing of job openings, click on “Search Jobs” on the left hand side:

Step 3  
Search openings by Keyword, Location, or Job Field:
How to Apply SOP

**Step 4**
The US Foods Privacy Agreement will appear detailing our policy on how the collected data is used. Click "I Accept" and you’ll be taken to a log-in page:

**Step 5**
If you already have a user account from prior applications, you can enter your username and password. If you are a first-time applicant, click the "New User" button to create a profile:
How to Apply SOP

Step 6
New Applicants: Enter a username, password and an email address, then click “Register.” Please keep track of this information to avoid creating an additional profile.

Step 7
New/Existing Applicant can choose to login using their G+ (Gmail) or Yahoo account:
How to Apply SOP

Step 8

Welcome to the Candidate Profile Single Log-in Configuration

1.) An applicant who is already in the system and is logging in using Gmail or YAHOO will be presented with this notice to "link" their login credentials to their existing applicant profile.

Our records indicate that your email address is already linked to a candidate profile in our system. Please enter the username and password for the existing account, which will link your two accounts together and allow you to view your existing candidate profile.

2.) Only ONE TIME will the applicant need to enter their previous username and password to successfully link their credentials. The next time they log in using Gmail or Yahoo they will be brought directly to their existing profile.

3.) The applicant should choose the first option when asked “Do you already have an account?” and then click Next.
How to Apply SOP

Step 9

EOE Race/Color/Religion/Sex/Sexual Orientation/Gender Identity/National Origin/Protected Veteran/Disability Status
How to Apply SOP

**Step 10**
Example of using Yahoo to login:

![Example of using Yahoo to login](image)

Example of an applicant registering using their YAHOO credentials. Applicant will land on a page to enter their YAHOO Username and will click Next to enter their YAHOO password.

**Step 11**
Once the Applicant is logged in job results will be listed below your credential:

![Job search results](image)
**How to Apply SOP**

**Step 11a** Click on any job title to view details:

![Apply Online](#)  ![Add to My Job Cart](#)

Job Description

**Will Call Clerk - 17000642**
Employee Status: Schedule - Regular - Full-time
Primary Location AZ - Phoenix - Phoenix

Description

- Processes sales and customer will call transactions; includes printing invoices, sorting/filing invoices, obtaining signatures and payment (when required); providing correct change for cash payments, daily cash/check balancing, processing paperwork related to product return, utilizing Microsoft Access to account for all invoices flowing through will call area
- In-person, telephone and e-mail interaction with both internal and external customers, using positive communication skills
- Works independently to research and resolve missing orders/invoices
- Maintains clean and secure work area
- Full time position, with some Saturdays required
- Occasional heavy lifting (reams of paper)
- Other duties as assigned by Manager

***EOE Race/Color/Religion/Sex/Sexual Orientation/Gender Identity/National Origin/Protected Veteran/Disability Status***

**Step 12** Use the My Jobpage tab to access your applied jobs. This page displays all relevant details including job status:

![Job Search](#)  ![My Jobpage](#)

**My Submissions (4 job submissions found)**

This page displays all relevant details related to your draft and completed submissions.

Submissions per page:

5

**.delivery Driver (Perth Amboy)**  - Full-time
NJ-Perth Amboy
Job Posting: Apr 27, 2015 – Job Number: 15001869
Job Status: Inactive (No Longer Accepting Job Submissions)
Submission Status: Withdrawn – Updated: May 26, 2015

**Inventory Control Clerk - Int**  - Full-time
NV-Las Vegas
Job Posting: Sep 10, 2014 – Job Number: 14004903
Job Status: Inactive (No Longer Accepting Job Submissions)
Submission Status: Withdrawn – Updated: Sep 17, 2014

**END** Call 855-USF-2468 (855-873-2468) for assistance if you cannot recall your log-in information.