

## CHEROKEE FEDERAL CAREERS FREQUENTLY ASKED QUESTIONS

### JOB SEARCH

- **How do I find out more about career opportunities with Cherokee Federal?**

Visit Cherokee Federal's career portal at [cnbjobs.com](http://cnbjobs.com) and search for opportunities using keywords, job title or skill. You may also filter results by location, job function or categories. Follow Cherokee Federal on [LinkedIn](#), [Twitter](#) and [Facebook](#) for featured jobs, company news and more.

- **How can I find a job in my field?**

Visit Cherokee Federal's [career portal](#) and click the drop-down box titled, "Filter/Sort" Then, select your desired job function or category. You may also conduct a search by keyword, job title or skill.

- **How can I find a job by location?**

Visit our [cnbjobs.com](http://cnbjobs.com) [career portal](#) and click the drop-down box titled, "Location." Then, enter your desired location and click "Go" to filter by location.

- **I saw a position listed previously, but now it's gone. Is the job available?**

If you try to view a job listing and our website returns a "Page Not Found" message, the position is likely no longer available. However, if you are encountering technical issues, contact [cnb-itsupport@cnb-bus.com](mailto:cnb-itsupport@cnb-bus.com). We also update our career portal frequently. Please check back often to browse open positions.

- **Who can I contact to learn more about a position?**

Direct all of your career-related questions to [careers@cherokee-federal.com](mailto:careers@cherokee-federal.com).

### HIRING PROCESS

- **Do you have a Cherokee preference when hiring?**

All qualified candidates are considered for our available positions. Our company's preference for hiring Cherokee Nation citizens is only considered when comparing two or more qualified applicants. An unqualified applicant who is a citizen of Cherokee Nation will not be given preference over any qualified candidate.

- **Is U.S. citizenship required to apply?**

Cherokee Federal is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, protected veteran status, gender identity and sexual orientation. [EEO Statement](#) | [EEO Poster](#)

[Statement](#) | [EEO Poster](#)

If you'd like more information about your EEO rights as an applicant under the law, please visit the following sites:

- <https://www.dol.gov/ofccp/regs/compliance/posters/pdf/eeopost.pdf>
- [https://www.dol.gov/ofccp/regs/compliance/posters/pdf/ofccp\\_eeo\\_supplement\\_final\\_jrf\\_ga\\_508c.pdf](https://www.dol.gov/ofccp/regs/compliance/posters/pdf/ofccp_eeo_supplement_final_jrf_ga_508c.pdf)

- **Do you hire veterans?**

Yes. Approximately 20% of our employees are veterans or active duty reservists.

- **How will my military experience apply?**

Current and former service members have a wealth of experience and skills that apply to civilian careers. Read two employees' stories on transitioning from the military: [Shawn Thompson](#) and [Susan Scapperotti](#). In addition, there are two great resources to help you demonstrate the relevance of your military experience as you make the transition to civilian life. We highly recommend you visit [mynextmove.org](http://mynextmove.org) and [careeronestop.org](http://careeronestop.org).

We take affirmative action to recruit, hire, promote and train individuals with protected veteran status in accordance with the Vietnam Veterans' Readjustment Assistance Act (VEVRAA). We will always hire the most qualified candidate for the position.

- **Do you require security clearances?**

Often, but not always. Security clearance requirements vary by position. Please refer to the job listing for requirements regarding clearances. Some positions require the ability to obtain a government clearance, while others require an ACTIVE level clearance ranging from a Public Trust to a TS/SCI Poly.

- **Will I need to pass a background check?**

Yes. All candidates must be prepared to pass a background check.

- **Will I need to pass a drug screening?**

Yes. All candidates must be prepared to pass a drug screening.

- **Where can I find programs to support transitioning military members?**

We suggest you try [DoD Skillbridge](#). We are also in the process of partnering with DoD Skillbridge to further develop transitioning programs.

- **Does Cherokee Federal offer relocation services?**

We offer relocation services in exceptional circumstances, such as hard-to-fill positions and positions that require niche skillsets. For most positions, relocation services will not be offered or required.

- **What is Cherokee Federal's mission?**

Empower people to relentlessly pursue and serve the mission of the United States of America. Simultaneously, serve and inspire Cherokee Nation citizens to enable cultural preservation and improve the quality of life for future generations.

## APPLYING FOR THE POSITION

- **How do I apply to a job opening?**

Select the position. After reading the job requirements, click "Apply" at the end of the listing. You will be directed to an online application. Complete the application and submit your resume.

- **Can I update my application or resume after it is submitted?**

Unfortunately, no. Please carefully review your application and resume before submitting. If you encounter an issue, email [careers@cherokee-federal.com](mailto:careers@cherokee-federal.com) concerning the position. Please be prepared to provide the job identification number.

- **Can I apply for multiple positions?**

Yes. You are welcome to apply for any position as long as you meet its qualifications. You will need to apply for each position individually.

- **I am currently a Cherokee Federal, Cherokee Nation Businesses or Cherokee Nation Entertainment employee. Do I apply for positions on this website?**

Yes. Please apply for positions on the [Cherokee Federal career portal](#).

## AFTER YOU APPLY

- **How can I check the status of my application?**

If your application meets all qualifications in the job description, a recruiter will contact you. If you have questions regarding employment opportunities and the status of your application, email [careers@cherokee-federal.com](mailto:careers@cherokee-federal.com). Once you are contacted, please feel free to inquire about the status of your application with the recruiter.