

Quick Start Instructions: RPh on the Go App

The new RPh on the Go App is the pharmacy career mobile experience you've been waiting for. When using it you can search for new jobs, get information about opportunities, manage your work schedule, sync with your personal calendar, and confirm job offers on your iOS or Android devices.



Getting Started

Click on the link found in the text message. It will open to RPh on the Go in the app store where you can download and open the free app. For the best experience, please select the following "ALLOW" settings:

- Push notifications
- Access to your calendar
- Access to your location

Viewing & Applying For Job Opportunities

You can search and apply for jobs while utilizing the app and receive notifications about new opportunities. You can view, express interest, or decline any opportunity that arrives.

Interested? When new positions are presented to you, please review important aspects such as:

- Location
- Time/Shift details
- Skills needed

Once you have reviewed the opportunity click the "Interest" button. Follow the prompt to confirm. Our recruiters will respond by notifying you either through the RPh on the Go app or through your account manager.

All the jobs you apply for will be neatly listed under the "Submittals" tab in the app, for easy reference.

Not Interested? No problem! Simply click the "Decline" button. You won't be disqualified from future jobs and will still be contacted with new opportunities.

Confirming the Offer & Placement in App

Once your job offer has been accepted, you will receive an in-app notification. After you confirm job offers through the app, your calendar will automatically sync important job details such as shift times and locations.

Reviewing Your Accepted Jobs and Schedule

To review work details, click the "Shifts" tab in the app.

All accepted job offers are organized by date. Simply click on the correct job on the calendar to get information such as your shift time, location, and other relevant information.



For application support or job cancellation please contact RPh on the Go's Customer Support Team

appsupport@rphonthego.com
847.779.6132

