

How to Apply for a Job at Target

Explore this Article ■ [Finding Open Positions Online](#) ■ [Submitting an Application](#)
 ■ [Improving Your Chance of Being Hired](#) ■ [Expert Q&A](#) ■ [Tips and Warnings](#) ■ [References](#)

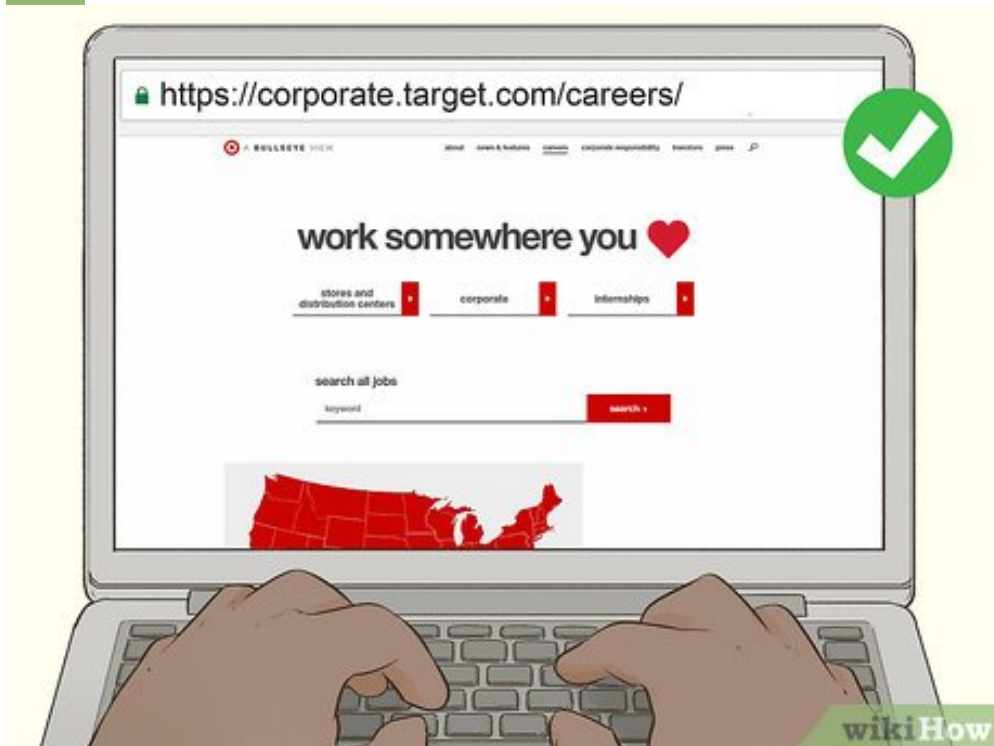
Co-authored by Lucy Yeh 🌱, [Jessica Gibson](#) , and **4 contributors**

Last Updated: November 23, 2020

There are almost 2,000 Target stores and 39 distribution centers in the U.S., so the company is always hiring! Go to Target's career website to search for an available position that you're interested in. If you think you meet the qualifications, take your time filling out a detailed online application. Then, sign it with your electronic signature and submit it.

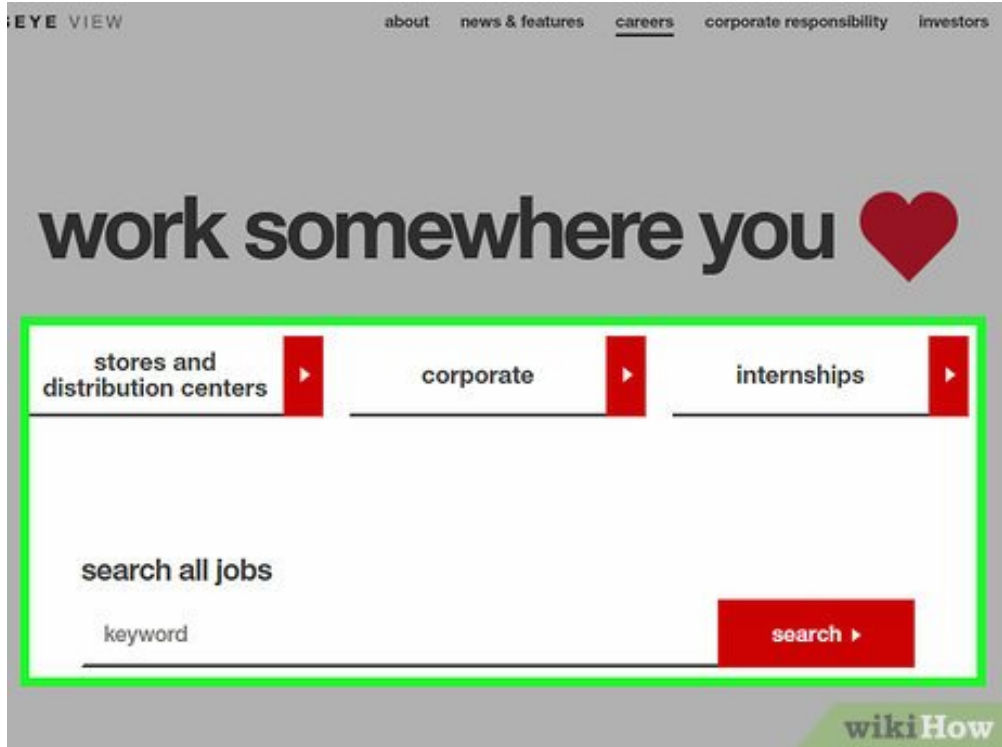
Method 1

Method 1 of 3: Finding Open Positions Online



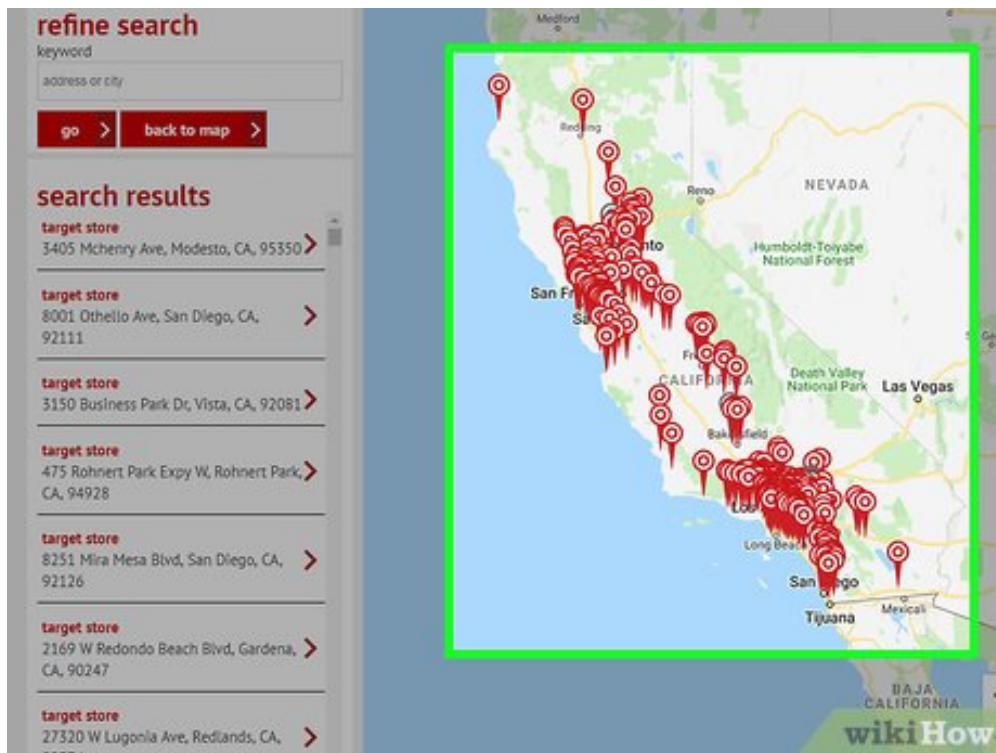
1 Go to <https://corporate.target.com/careers/>. Open your browser to Target's main hiring page instead of their main shopping page. From this main page, you'll be able to search in a variety of ways for open job positions. If you'd like to see a listing of every available Target job, leave the Search All Jobs field blank and click Search.

- This will give you all of the available positions and you can narrow them down as you like.



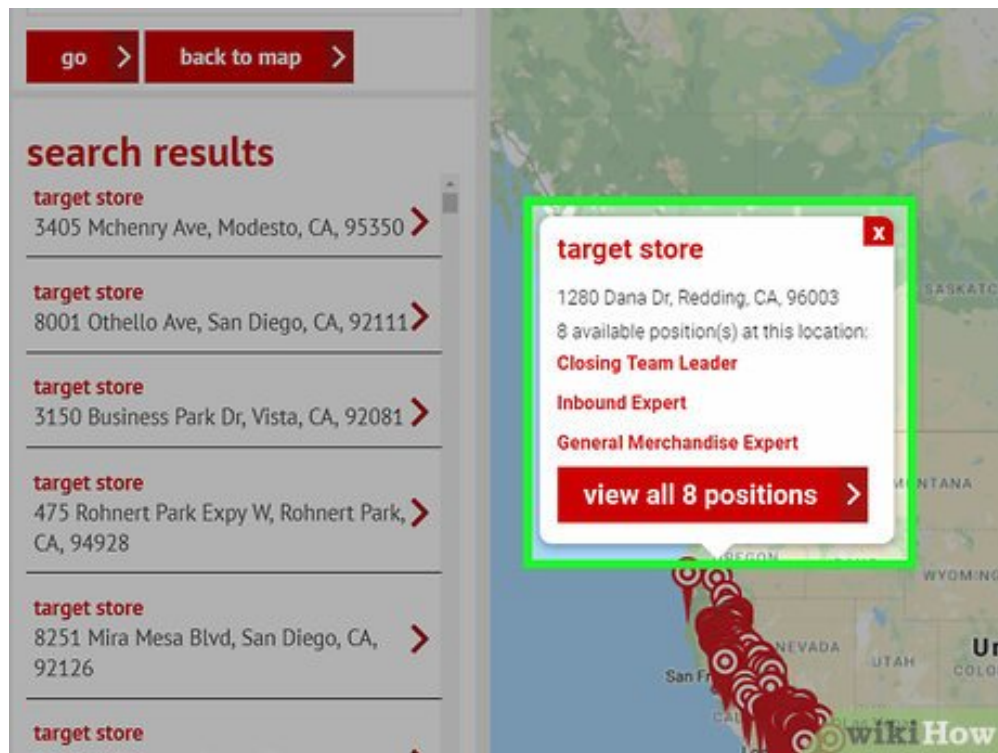
2 Pick the state and store location you'd like to work at. Once you choose the state, you'll see a list of all the stores that are hiring. Then, pick the store you want to work at to see which positions they're hiring for. You can filter the results based on the career area, which includes:[1]

- Hourly positions
- Human resources
- Marketing and communications
- Store management



3 Select an application for Target stores or distribution centers. When you click one of these options, you'll have to verify your age. For example, some jobs require that you're at least 18 years old. Then, to search for jobs under one of these headings, choose the state and location where you'd like to work.^[2]

Tip: Keep in mind that some cities have more than one Target store, so pay attention to which location you select.



4 Choose a position to apply for. Once you've found a position that Target's hiring for, read the job description to see if you're interested in it. Then, read the requirements and job expectations so you know if they'll consider you for the job.^[3]

- For example, some distribution center positions might require that you're able to lift a heavy load.
- Human resource positions usually require that you have experience with scheduling and interviewing.
- If you'd like to be a store manager, you'll need to have a 4-year degree, open availability, and strong communication skills.
- To help develop products for Target, the company needs you to be able to travel and you should have a background in working with a team.

Method 2 of 3: Submitting an Application



1 Gather all of the information you need to fill out the application. In order to sign out and back into the application, provide your social security number, address, and contact information.

- It's also a good idea to have the contact info for your education or employment references handy.

closing team leader

apply now >

job id: 7419608
date posted: 04/12/2019
location: 1280 dana dr, redding, california

Description: Understand your role in sales growth and how each area contributes to and impacts total store sales. Deliver business results and store sales goals while prioritizing the guest experience. Be a partner to the store manager in communication and collaboration to influence current sales performance and workload deliverables, leverage team leadership meetings as connection points. Establish consistent routines and lead the team to ensure departmental goals are labeled appropriately, including sales plans set timely and promotional signing set accurately. Use the business updates with store leadership. Take action to achieve performance goals. Expect and enable team members to stay up-to-date on relevant trends and products. Evaluate and recommend candidates for open positions and develop a guest-centric team. Close knowledge and skill gaps through training and experiences. Establish clear goals and expectations and hold team members accountable to expectations; partner with leaders as needed to share performance feedback. Target merchandise discount. Competitive pay. Flexible schedule.

Qualifications: Use the business planning tools to share priorities and business updates with store leadership. Expect and enable team members to stay up-to-date on relevant trends and products. Evaluate and recommend candidates for open positions and develop a guest-centric team. Close knowledge and skill gaps through training and experiences. Establish clear goals and expectations and hold team members accountable to expectations; partner with leaders as needed to share performance feedback.

2 Click Apply Now to start a new application. Be prepared to spend about 15 minutes filling out the application once you click the Apply Now button. You can make an electronic-signature in order to save the application and sign in later. Keep in mind that you have to finish filling out the application within 96 hours of starting it.

- You can fill out the online application in English or Spanish.

1 Find a Job

2 Getting Started

3 Background + Reference

4 Work Preferences

5 Employment Assessment

6 Application Complete

Start Your Application

Target is an equal employment opportunity employer. We comply with federal, state and local laws regarding equal employment opportunity. Qualified applicants are considered for positions without regard to race, color, national origin, religious beliefs, sex (including pregnancy), age, disability, sexual orientation, citizenship status, military status or any other basis protected by federal, state and/or local fair employment laws.

To successfully complete this electronic application you must reach the final confirmation page and click "Submit." If your session ends without doing this, the information you entered will be available for 96 hours to restart at any Target store, Distribution Center or online at Target.com/careers. After 96 hours has passed the information you have entered will be erased and we will assume that you have decided not to apply for employment.

Privacy

We respect our applicants' privacy. Applicants will be required to provide specific information to complete the application process. The information you provide, unless otherwise specified, will only be used in regard to our employment decision.

* indicates required field

1. Enter Your Name

* Legal First Name

Legal Middle Name

* Legal Last Name

Suffix

Preferred First Name

(if different than your first name)

2. Enter Your Birth Date

* What Month were you born?

* What Day were you born?

3. Answer Security Questions

We'll ask you to confirm this information if you ever need to access your application again.

* Last four Digits of Your Social Security Number XXX - XX -

* What is your Mother's Maiden Name?

3 Fill in the details of the application. After you've given your basic info, you'll need to sign a drug-free workplace agreement and verify that you're legally allowed to work in the U.S. You'll also have to give:

- Employment history with references
- Education level and which languages you speak
- When you can start working
- Availability for the job you want



4 Review your application for accuracy before you submit it. On the last screen before submitting your application, you'll see all of the information you provided. Read over it carefully to catch any errors in:

- Personal information
- Positions you're applying for
- Educational experience

Progress bar: (3) Background Reference, (4) Work Preferences, (5) Employment Assessment, (6) Application Complete!

E-Signature Consent

Please indicate your consent to using e-signatures to complete your application.

☐ I consent to using e-signatures to complete the electronic application.

Enter Your E-Signature

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="» Sign"/>
Last Four Digits of Your Social Security Number (e.g. 1234)	Two Digit Birth Month (e.g. 10)	Two Digit Birth Day (e.g. 02)	

☐ I do not consent to using e-signatures to complete the electronic application process.

Secure Connection

wikiHow

5 Provide your e-signature and submit the application. Enter the same e-signature that you created at the start of the application and press the submit button. You'll see a screen that confirms your application.

- Target will review your application and it will stay on file for 60 days. If you don't hear anything within 60 days, you can fill out a new application.

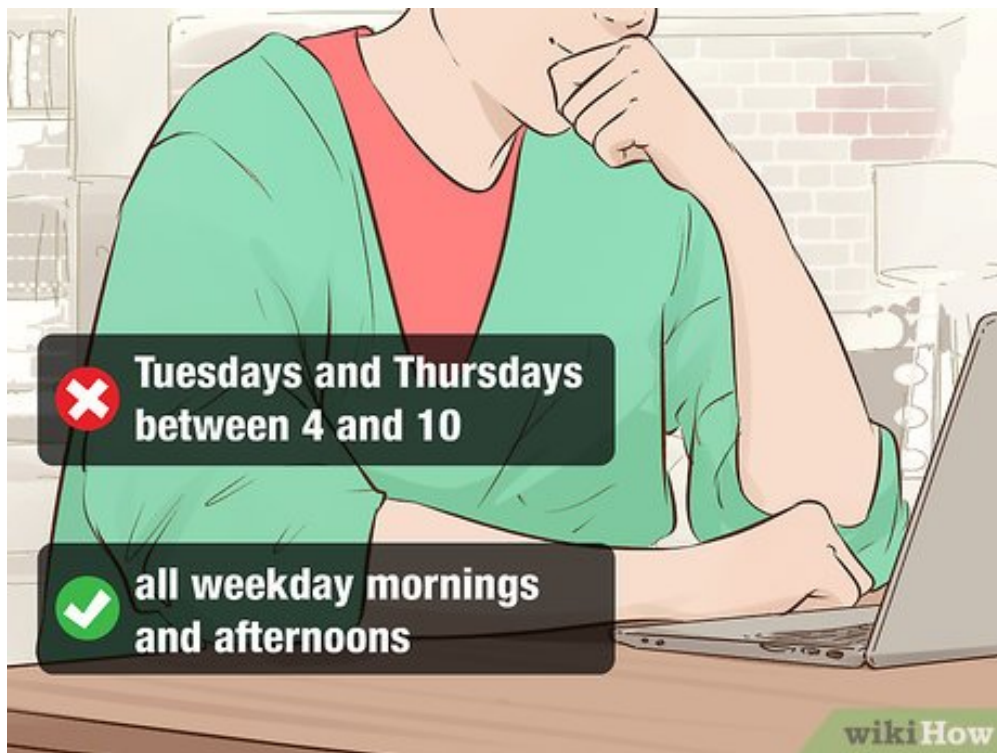
Did You Know? Target will call you by phone to schedule an interview if they're interested in hiring you.

Method 3 of 3: Improving Your Chance of Being Hired



1 Accept a seasonal position even if you want a more permanent job. If you're trying to get a part-time or full-time job with Target, don't be disappointed if they offer you a seasonal job. Keep in mind that once you're employed with the company, they're more likely to consider you for these permanent positions.^[4]

- When you're offered the job, don't be afraid to ask if the seasonal position could lead to a permanent job.



2 Give Target open availability. Try to keep your available schedule as open as possible by listing all the times you could possibly work. Target is more likely to hire you if they know they'll be able to work you into their team's schedule.

- For example, instead of saying you can only work Tuesdays and Thursdays between 4 and 10, say that you can work all weekday mornings and afternoons.



3 Call Target a few days after submitting your application. Wait at least 3 to 4 days after you submit your application and then call the Target location that you applied for. You can ask to speak to the hiring manager. Then, explain that you recently put in an application and were wondering if you could come in for an interview. Mention the job you're trying to get and ask if the position has been filled yet.^[5]

- Touching base with Target shows them that you're truly interested in the job, but avoid calling them more than once or twice.



4 Prepare for a job interview. If Target calls and wants to set up an interview with you, practice answering some of the questions they may ask you.^[6] Questions might include:^[7]

- Why do you want to work for Target?
- How would you deal with an upset customer?
- What do you know about the company?
- What are your greatest strengths and weaknesses?
- How have you dealt with a problem in a past job?

Tip: Have a few questions ready to ask the interviewer. For example, you might ask, "What kind of training comes with this job?" or "What is the career track for this position?"



5 Pass the job interview. Although you don't need to wear a suit to the interview, wear clean, professional clothes and arrive a few minutes early so your interviewer knows you'd take the job seriously. If you find that you're anxious, take a few calming breaths and try to relax. Try to be conversational and professional as they ask you questions.

- Avoid bringing drinks or food into the **interview** since it seems informal and unprofessional.
- Remember to turn off your phone and wait until after the interview to respond to calls or texts.



Expert Q&A

Question

When should I call them if I don't hear back after the interview?



Lucy Yeh
Career & Life
Coach
Expert Answer

Waiting is honestly such a hard part of this. I wouldn't call more than 1-2 times and I'd wait at least 3-5 days before calling. Take the interviewer's tone into account when you're trying to figure this out. If they seemed interested and excited to hire you, go ahead and call a little earlier. If you couldn't get a read on them, I'd wait a little longer.

Helpful ☒ Not Helpful ☐

Question

Should I call or email the manager to ask if they're hiring me?



Lucy Yeh
Career & Life
Coach
Expert Answer

I think most managers will prefer an email. I wouldn't necessarily reach out to the manager, though. I'd email the person who set the interview up, who is usually an HR rep or director.

Helpful ☒ Not Helpful ☐

Question

Can I just call Target and ask for a job?



Lucy Yeh
Career & Life
Coach
Expert Answer

Not many people are confident or charismatic enough to do this! If you are, go for it. Use that charisma to charm whomever you get on the line with and hope you get someone receptive.

Helpful 1 Not Helpful 1



Tips

- Don't hesitate to contact customer service if you're confused about any part of the application process.
- If Target hires you, be prepared to start working within 60 days.

References

1. ↑ <https://corporate.target.com/careers/store-distribution/store-hourly>
2. ↑ <https://jobs.target.com/>
3. ↑ <https://jobs.target.com/>
4. ↑ <https://corporate.target.com/article/2017/10/holiday-hiring-events>
5. ↑ Lucy Yeh. Human Resources Director. Expert Interview. 21 November 2019.
6. ↑ Lucy Yeh. Human Resources Director. Expert Interview. 21 November 2019.
7. ↑ <https://worknearyou.net/target-interview-questions/>

About This Article



Co-authored by:
Lucy Yeh
Career & Life
Coach

This article was co-authored by **Lucy Yeh** and by wikiHow staff writer, **Jessica Gibson**. Lucy Yeh is a Human Resources Director, Recruiter, and Certified Life Coach (CLC) with over 20 years of experience. With a training background with Coaching for Life and Mindfulness-Based Stress Reduction (MBSR) at InsightLA, Lucy has worked with professionals of all levels to improve the quality of their careers, personal/professional relationships, self marketing, and life balance. This article has been viewed 18,164 times.

★★★★★
6 votes - 100%

Co-authors: **4**
Updated: **November 23, 2020**
Views: **18,164**

Categories: **Job Search**

<https://www.wikihow.com/Apply-for-a-Job-at-Target>

