Login and Navigation Information:

- Are you a first time user?
  - You'll need to create a profile in order to complete an online application.
    - Create a unique username.
    - Create a password with at least 8 characters, using UPPERCASE and lowercase letters, at least one number, and a special character (!@#$%).
  - Not finding a specific location you'd like to apply to?
    - New locations typically don't go “live” for new hire applications until 10-12 weeks prior to opening. Please check back later.

- For a forgotten username:
  - Enter the email address you used to set up your registered account, then click submit.
  - If you do not receive an email response (or don't remember which email address you originally used), create a new profile with unique login information.

- For a forgotten password:
  - Enter the username you used when you set up your account.
  - Select either “Show Hint” or “Reset Password”
  - Your password hint or reset password link will be emailed to you if the username you entered was correct.
    - If you're unsure of your username complete the “Forgotten Username” step.
  - If you do not receive an email response, create a new profile with unique login information.

- Please note:
  - Neither Costco nor Cadient Talent (the service provider who hosts Costco’s online application) is able to perform username or password resets. If the above steps are not successful and you need additional assistance, please email humanresources@costco.com or call 1-800-284-4882, option 2, then option 3.

Navigating the Work Opportunity Tax Credit (WOTC) questionnaire:

Near the end of the online application, you will be directed to First Advantage’s (FADV) system to complete the Work Opportunity Tax Credit (WOTC) questionnaire. You will be temporarily redirected to their website and then routed back to the online application following completion of this optional questionnaire. Here are some tips for successful navigation:

- The first page of the questionnaire includes your address, which may be edited by the system to the USPS standard. Please edit if you believe the USPS correction to be incorrect. Enter your correction 3 times to bypass the USPS standard screen.
- Completion of the WOTC questionnaire, as well as your responses, will be kept confidential and will not be used as a condition of employment. If you would like to opt out, scroll to the bottom of the page and hover over the word “DECLINE.” Click this link. On the subsequent pop-up window, select “Opt Out,” then “Submit.”
- If you have technical issues with this questionnaire, contact First Advantage at 1-877-388-2256 or WOTC@FADV.com.
- Once the questionnaire is complete, you will be automatically redirected back to the online application.

Costco Wholesale receives roughly four million applications annually and, unfortunately, cannot personally contact every applicant. Once you’ve completed your online application, you will receive an email confirmation that states the following:

“Your information has been sent directly to the warehouse(s) you specified and will be kept active for 90 days. No further action on your part is necessary to be considered. If you have not heard from us within 90 days, please feel free to re-apply.”