



BNSF LOGISTICS CAREER FAQ

What job opportunities are available for me at BNSF Logistics?

Review our current job openings on our website. Determine which of the jobs listed most closely align with your work availability date, job interest, career goals, desired work environment, location and schedule as well as your previous relevant work skills and experiences. Jobs may become available on a regular or irregular basis depending on the staffing need and may remain open only for a limited time. Visit the website regularly and apply immediately if you are interested.

What skills does BNSF Logistics look for in a candidate?

We are looking for high energy, entrepreneurial, enthusiastic individuals who aren't afraid to step outside the box to make decisions. We realize that especially with entry level candidates, you won't bring highly developed skills to the table but we look at soft skills outside of functional expertise. We are looking for individuals who can "hit the ground running," individuals who want to learn and grow and build their career with our organization, who work well in teams and who fit into and embrace our culture.

For an internship, you must be enrolled at an accredited college or university and have completed at least one year of study. You must be pursuing a relevant degree or course of study that fits into our organization and you must be in good academic standing within your major and overall at the college or university.

How do you determine cultural fit?

At BNSF Logistics, our vision, mission and values define who we are and how we do business. We look for people that can offer more than just a list of former jobs they've had or courses they've taken. We look for people who see our Vision: "To be a premier global multi-modal logistics services and solutions company" and want to be a part of our Mission: "To provide a superior customer experience by delivering innovative, flexible and value driven solutions". We look for candidates who can align with our values: People • Integrity • Profitability • Accountability • Creativity.

How should I apply?

Apply directly for the position you are interested in from our current listings online. Please make sure you qualify for the role before applying. It is okay to apply for positions in multiple offices, but applying for positions you do not qualify for will not increase your chances.

Can you send me an application?

At BNSF Logistics, one should apply online by visiting www.bnsflogistics.com.

I don't have a résumé. Is that a problem?

No, it's not a problem. You can build your resume online during the application process, but having a resume that highlights your experience and talents ready will expedite your application process. You can also apply for jobs using your LinkedIn profile by clicking the "Apply using LinkedIn" link on the job description.

Do I have to create an account to apply for a position?

Yes, you will need to create an account to apply for a position. This will make applying to other positions in the future much easier. Your account has the ability to store resumes and cover letters, as well an opportunity to set up the job alert function which will e-mail you when BNSF Logistics jobs become available.

What should I include in my resume? How can I stand out?

We want to know as much as we can about a candidate, not be impressed by fun fonts or clever gimmicks. We have people at BNSF Logistics from all backgrounds and degree programs from around the world. Help us get to know you by including additional credentials and distinctions as you see fit. Too much information can be overwhelming, while too little leaves others to fill in the gaps. Also, attention to detail matters to us greatly, so make sure you have details in your resume that set you apart. You may be competing with hundreds of other qualified candidates, so put your best foot forward!

Do you require years of experience, or do you hire direct from school?

We think it is important for our continued success that we bring in people from both ends of the spectrum to keep us fresh and to import new ideas, perspectives, and experiences. In some cases we need a seasoned professional who can hit the ground running and help push us in a new direction, while in others we have a solid, supportive professional network in place that can help a less experienced person grow and thrive.

For those that are starting out, we have an internship program that offers positions located across North America in accounting/finance, engineering, human resources, marketing, technology services, and transportation/operations.

What are the requirements for employment at BNSF Logistics?

To understand the requirements for any position, we recommend that you search for the position(s) you are interested in on our website at www.bnsflogistics.com, and review the job description for the types of requirements and skills required or desired.

How long until I receive information?

Once you apply, you will receive an automated e-mail confirming your application submission. The timetable to hear back depends on how quickly the hiring manager processes the applications. The typical timetable is three to four weeks. However, it may take longer.

How does the selection process work?

For both internships and full-time opportunities, resumes are reviewed by our recruiting team and our hiring managers. If you are selected for a first interview with BNSF Logistics, you will be contacted by phone or e-mail with instructions. We conduct interviews using several different methods: face-to-face, videoconference and teleconference.

What is the current status of my application?

Upon completion of the online application process, you will receive a confirmation email. At that point, your application is submitted to the job or jobs of your choice. Applications are screened for the most qualified candidates to proceed to the next step in the process. With regret, due to the large volume of applications, we are unable to personally respond to all applicants. You can check the status of your application under the Jobs Management menu after you log into the BNSF Logistics Career Site.

I am qualified for the position I applied for. Why wasn't I contacted?

You may be competing with hundreds of other qualified candidates. Applications are screened for the most qualified candidates to proceed to the next step in the process. With regret, due to the large volume of applications, we are unable to personally respond to all applicants. If selected for an interview, or if additional information is needed, a BNSF Logistics representative will contact you directly via email or telephone.

Can I be notified when a new opportunity becomes available?

Once you set up an account on the BNSF Logistics career page, you will have an option to have job openings e-mailed to you once they are opened. You can specify what jobs you want e-mailed to you by location, function, or all jobs. It's not set in stone either, as at any time you can login to your profile and change the settings to your preference.

If I am experiencing technical difficulties during the application process, what should I do?

To solve most issues, close your browser, clear your cache, and restart your computer, then begin again by creating a new application.

Will you have any future job openings in my area?

Jobs may post on a regular or irregular basis depending on staffing need and will remain open for a limited time. Please check back regularly for new positions and locations.

I still have questions. May I talk with someone?

Unfortunately, due to the volume of applicants we cannot give informational interviews. If you have a specific question that isn't answered above, please send an email to careers@bnsflogistics.com. Please do not email other people from our Contacts page for job inquiries.

How do I get assistance with applying for a job if I have a disability?

If you are unable to apply for career opportunities through use of this site due to an impairment or disability, please email careers@bnsflogistics.com.