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Frequently asked questions & answers

Program eligibility

Can I participate in the Stryker Talent Referral Program?

All active Stryker employees are eligible and encouraged to refer a candidate. However, not all Stryker employees are eligible to receive a talent referral bonus. Refer to [eligibility](#) for program eligibility requirements and [policy guidelines & referral process](#) for complete details on the welcome page of the talent referral portal through the My Stryker Career site at <http://mystrykercareer.stryker.com>.

Can an employee within the Human Resources function receive a referral bonus if their referral is hired?

Yes. We want to encourage more participation and allow individuals who are not directly impacting the hiring decision to be rewarded. Due to conflict of interest, if an HR employee is associated to the req the referral is hired for or the employee is part of the Talent Acquisition function they wouldn't qualify to receive a referral bonus.

Which job postings should I reference to refer talent to?

Stryker employees can reference our external career site at <http://careers.stryker.com/> for positions and functional areas of interest that our talent acquisition team recruits for. The My Stryker Career site is for internal use only.

Can I refer a candidate to a production-level position or hourly position through the new portal?

The talent referral program is for the referral of external candidates for positions posted on our external career site <http://careers.stryker.com> and recruited directly by our talent acquisition team. For production-level positions and many hourly positions, most Stryker divisions utilize temporary staffing agencies to fill roles if they are not filled from within by a current Stryker employee. Many of these staffing agencies provide a referral bonus for referral of candidates. Talk with your local human resources department about how hourly positions are recruited for locally prior to submitting a referral through the talent referral portal.

Can I refer a non-Stryker candidate (contractor or temporary associate)?

Referrals of contractors, temporary associates, or candidates sourced to us by another third-party agency are not considered valid submissions. Stryker already pays a fee when these individuals are brought in through a third party and often these companies offer referral bonuses to individuals referring to their company or agency. Refer to the [eligibility](#) link within the talent referral portal for further details.

Can I refer a candidate interested in a co-op or internship?

No. The Stryker talent referral program is for the referral of external candidates that are hired directly through our Talent Acquisition team or for positions posted on our external career site <http://careers.stryker.com>. If you know someone who is interested in a co-op or internship with Stryker, contact a member of our university relations team.

Can I refer a former Stryker employee?

Yes. A former employee would qualify as a valid referral as long as they haven't been employed with Stryker in the last 24 months.

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I just started working for Stryker. My spouse is looking for employment. Will the referral of my spouse qualify me to refer and will I receive a referral bonus?

Yes. You may refer any family members, including a spouse, and you will be qualified under the talent referral program to receive a referral bonus as long as you meet all other eligibility requirements.

Can I refer someone for a position that will be reporting directly to me?

Yes, we want to encourage all Stryker employees to refer talent. However, if you are referring someone that will be reporting directly to you or if you are a direct line manager on the team involved in the hiring decision, you will not be eligible for the talent referral bonus. See [policy guidelines & referral process](#) or [referral bonus](#) links within the talent referral portal for further details.

What happens if I originally referred a candidate through the portal that was hired as a contractor/temp, would I qualify to receive the referral bonus?

If a contractor/temp employee was originally referred through the referral portal, prior to receiving the contractor/temp position and was hired on as a contractor/temp then converted to full time within 12 months of the referral submission date, the employee would qualify to receive a referral bonus. All referrals MUST be submitted through the referral portal and meet all program eligibility requirements to qualify to receive a referral bonus. The bonus will only be paid out if the candidate was submitted through the portal prior to the agency submission and the contract/temp assignment start date is within 12 months of the referral submission date. If the contract/temp is hired after 12 months of the referral submission date the employee wouldn't qualify to receive the referral bonus.

What happens if two people submit the same person?

If more than one Stryker employee refers the same candidate, the first Stryker employee to successfully submit the referral through the talent referral portal will be considered the referring employee. Once the candidate has applied through the talent referral gateway (email with embedded link), the Talent Acquisition team will either accept your submission as "Approved" referral status or deny your submission as "Declined" referral status based on the program eligibility requirements including duplicate submissions by other employees. See [eligibility link](#) within the talent referral portal.

Can I refer a friend from a country outside of my country of employment?

Yes. If your referral is hired for a position outside of your country of employment, you will receive the referral bonus for **your** country due to tax and legal implications for referrals made across countries. The process for payout may differ per country. Please refer to [referral bonus link](#) within the talent referral portal for further details on referral bonuses by country.

Am I responsible for the quality and integrity of the candidate I refer?

Yes – only recommend top talent! Learn about your referral's background. Refer people you feel confident about and for whom you would be ready to act as a reference. In order to continue to build a top performing team at Stryker and help our talent acquisition team spend the quality time with only top talent, it's important for you to follow these guidelines. You, as a Stryker employee, understand the culture and know what it takes to succeed, so we would expect you would refer only candidates that you feel comfortable referring to our company and be able to give a personal reference, if asked.

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Q&A – Referral process

What should I do to refer someone under the Stryker talent referral program?

It's simple and quick and takes less than five minutes. Visit the talent referral portal through the My Stryker Career site at <http://mystrykercareer.stryker.com> and refer to [policy guideline & referral process](#) and [eligibility](#) informational links. The talent referral portal is the **only** acceptable record of submission for a referral and is for the referral of **external** applicants only. The site is mobile-enabled too, for our Stryker employees who work off-site frequently or are remote.

To submit a candidate, you just need to click on [submit your referral](#) and provide name, country, email address and contact number and then answer a few qualifying details on the candidate.

You may also check the [referral status](#) link within the talent referral portal for updates.

Do I need to provide a resume for the referral submission?

No. The only information required during the employee's submission is name, country, email address and contact number. We'll also ask a few qualifying questions including what function-specific areas the referral may be interested and why they would be a great fit for Stryker. This qualifying information is very important for our Talent Acquisition team to make sure they are focused on quality referrals.

How long will the referral's information remain in the applicant tracking system?

The referral's information will be classified as an employee referral for as long as they are in our applicant tracking system. However, to be attached as the referring employee and to receive the referral bonus the referral expires 12 months from the date you submit the referral through the talent referral portal. You may resubmit the candidate at that time as long as another employee has not submitted the candidate first, after the expiration date.

Do I have to refer the candidate to a specific job?

No. Only one referral submission per candidate through the talent referral portal is necessary within a 12-month period. The employee referral status within the applicant tracking system will continue with the candidate for all positions.

What if the referral has already applied through our external career site and has been identified for an interview with Stryker at the time I submit them through the talent referral portal? Will I still receive a referral bonus?

No. To be eligible for a referral bonus, the referral submission must be successfully received through the talent referral portal **prior** to Interview status within the application tracking system.

Can I send the information/details on available positions found on the My Stryker Career site?

No. Positions posted on the My Stryker Career site are for visibility to Stryker employees only. When an opportunity becomes available at our company, our Stryker employees are given visibility for five business days **prior** to the position being posted externally. Refer to our external career site at <http://careers.stryker.com> for available external positions. If you have someone you would like to refer, explain to the referral that you will submit them first, and to look for the email "You Have Been Referred for Employment" from Stryker with an embedded link to search and apply.

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What is the process for the referral after they apply through the talent referral gateway (email with embedded link)?

Once you have successfully submitted the referral's information through the talent referral portal, the system will generate an email from Stryker "donotreply@brassring.com" with a subject line "You Have Been Referred for Employment" and an embedded link for the candidate to apply through the talent referral gateway. The candidate will be able to search and apply to position(s) of interest. The candidate must continue to apply through the unique link (talent referral gateway) for all future applications. Even if the candidate has previously applied to position(s) through our external career site, they must re-apply for at least one of the positions through the talent referral gateway.

Once the candidate has successfully applied through the talent referral gateway, your submission will be confirmed or declined based on the program eligibility requirements.

How do I know that the referral will be given priority by the talent acquisition team?

For each position applied to, a member of our talent acquisition team will contact the referral either to (a) set up a phone screen/interview, or (b) advise via email communication they will not be moving forward based on the candidate's qualifications and encouraging and instructing them to continue to apply through the talent referral gateway (embedded link in original email communication).

All qualified referral candidates will be placed into our candidate relationship management database (CRM) used daily by our sourcing team for pipelining talent for future opportunities.

Important: Referral candidates must continue to apply through the email with embedded link (talent referral gateway) for all future applications to positions and not apply directly through our external gateway (<http://careers.stryker.com>) in order for the Referral Status to populate for employees. This reminder to referral candidates will be on all email communications.

What if the candidate I am referring has already applied to position(s) on the external career site?

The candidate must apply through the embedded link and complete the talent referral process in order to validate your referral submission. Even if the candidate has already applied to position(s) through our external career site at <http://careers.stryker.com>, they must re-apply for at least one of the positions through the talent referral gateway. As long as the candidate has not been sourced to us by another party (including a third-party agency, a contracting company or temporary agency) and your submission meets all eligibility requirements (see [eligibility](#) link within the talent referral portal) the candidate will be assessed and given priority by our talent acquisition team. The candidate type within the applicant tracking system will also change from external to employee referral within the applicant tracking system for any positions already applied to or for any future positions applied to.

How do I find out where my referral is in the application process?

You may check the [referral status](#) link within the talent referral portal for general information on the referral's applications. For further information on the referral program or process, please send an inquiry to the link [talent referral inquiries](#) or email

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talentreferralinquiries@stryker.com and a member of our talent acquisition team will respond to your inquiry as quickly as possible.

Who do I contact if I am having technical difficulties or have further questions on the program or talent referral process?

Click on the link [talent referral inquiries](#) or send an email to talentreferralinquiries@stryker.com and include as many details as possible, including screen shots. A member of our talent acquisition team will respond to your inquiry as quickly as possible.

Q&A – System issues

My referral never received an email notification with an embedded link after my referral submission. What happened?

Be sure to advise your referral to check their junk email as automatic emails are sometimes detected as Spam. If they are still unable to locate an email from Stryker with a subject line “You Have Been Referred for Employment,” submit an inquiry through the link [Talent Referral Inquiries](#) on the Welcome page of the talent referral portal or email talentreferralinquiries@stryker.com.

My referral deleted the notification email. How can they get into the system to complete the referral process?

Click on the link [talent referral inquiries](#) on the Welcome page of the talent referral portal and someone from the Talent Acquisition team will open a case on your behalf. You can also send an email to talentreferralinquiries@stryker.com.

Q&A – Referral bonus information

How can I determine the amount available for the talent referral bonus?

Any Stryker employee can refer to the [referral bonus](#) link within the talent referral portal to understand the amounts by location and currency as well as specific payout information per country.

How are bonuses paid?

Referral bonuses will now be processed **immediately** as soon as the referral is moved to “Hired” status within our applicant tracking system. You will not have to wait for a probationary period prior to receiving the bonus payout. The talent acquisition COE will submit uploads for referral bonuses to the appropriate payroll centers on a bi-monthly basis. You can expect to receive your referral bonus in your paycheck within 60 days of your referral’s hire date. Refer to the [referral bonus](#) link within the talent referral portal for specific payout information by country. Note: Referral bonuses are only paid out if BOTH the Stryker employee and the new hire are “Active” Stryker employees at the time of payout.

Are referral bonuses taxable?

Yes. Referral bonuses are subject to all applicable local tax deductions as with any other bonus payout.

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Where do I view the referral bonus within my pay statement?

This payout is listed in your paycheck under the earnings section as “referral bonus.” You can locate your pay statements online at <https://myinfo.stryker.com>

If I don't submit a referral through the talent referral portal, but I referred a candidate that was hired, will I be paid a referral bonus?

No. Referring a candidate or submitting a resume directly to human resources, the talent acquisition team or the hiring manager will not qualify a Stryker employee for a referral bonus. In order to be considered eligible for a referral bonus, all referrals must be submitted through the talent referral portal and meet program eligibility requirements.

Is there a limit to the number of referral bonuses?

There is not a limit to the number of referral bonuses received; however, keep in mind that Stryker expects to receive quality referrals from our employees.

What if I have questions regarding the referral bonus?

Please submit your questions through the link [talent referral inquiries](#) within the talent referral portal or email talentreferralinquiries@stryker.com and a member of our talent acquisition team will respond to your inquiry as quickly as possible.