

Thank you for your interest in FCA!



Review this packet for details and resources to prepare for your FCA Application

This packet includes:

- Overview of the Application Process
- Copy of the Pre-screen Questions
- Resources to Help You Prepare

FCA is hiring at 6 locations in Metro Detroit!

Sterling Heights Assembly Plant
Sterling Heights Stamping Plant
Warren Stamping Plant
Warren Truck Assembly Plant
Jefferson North Assembly Plant
Detroit Assembly Complex Mack

Requirements to work at FCA are:

1. Be 18 years old
2. Have a valid state or federal ID
3. Have a High School Diploma (or equivalent, such as GED or HiSET)
4. Pass a Mechanical Reasoning and Behavioral Assessment
5. Complete an interview and dexterity exercise AND
6. Pass a drug screen, physical and background check

FCA is hiring for 3 positions:

1. Production Operator (\$15.78/hr)
2. Repair Technician (\$15.96/hr)
3. Truck Driver (\$17.82/hr)

All positions are for Supplemental Employees

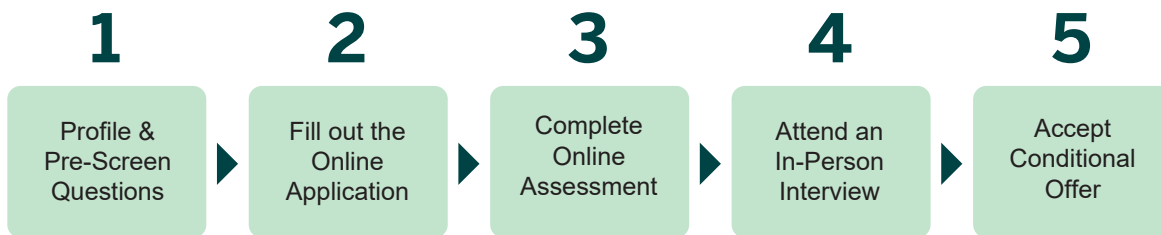
Supplemental Employees are on-call Monday through Friday (potential Saturday, Sunday and/or holidays). This position can be scheduled up to 40 hours per week and may require overtime depending on production needs.

Applications are for ALL 6 locations - candidates who receive a conditional offer will be assigned to a plant based on production needs. You will not have the option to select which plant you want to work at.

Once hired, transfers to different plants are approved in order of seniority.

The FCA Application is a 5-Step process and you must complete all five to be hired.

If you have already applied to FCA, you are eligible to apply again after 6 months



What you need to know about the application process:

1. The first three steps must be done online
2. It's best to do them all in one sitting if possible
3. This could take 2-3 hours, so please make sure you have enough time set aside and have reliable internet connection
4. **Use a computer, and NOT a smartphone, to complete the online portion of the application**
5. If you do not have a computer to use, call Detroit at Work for access to places you can go to use a computer for free

Applications are reviewed by FCA in the order that they are completed. Try to complete your application as soon as you are able to.

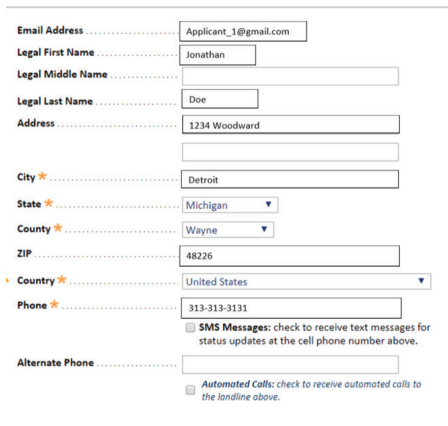
After you have finished the online steps, you may be invited to interview.

Based on your interview, you may receive a conditional offer.

Each of the steps are outlined in detail on the following pages.

STEP 1: PROFILE AND PRE-SCREEN QUESTIONS

Detroit at Work will send you an application link where you can set up your FCA account and answer a series of pre-screen questions



The screenshot shows a web form for creating an FCA account. The fields are as follows:

- Email Address: Applicant_1@gmail.com
- Legal First Name: Jonathan
- Legal Middle Name: (empty)
- Legal Last Name: Doe
- Address: 1234 Woodward
- City: Detroit
- State: Michigan (dropdown)
- County: Wayne (dropdown)
- ZIP: 48226
- Country: United States (dropdown)
- Phone: 313-313-3131
- Alternate Phone: (empty)

Below the phone number, there are two checkboxes:

- ☐ SMS Messages: check to receive text messages for status updates at the cell phone number above.
- ☐ Automated Calls: check to receive automated calls to the landline above.

The FCA webpage will ask you to fill in your contact information.

There are also two checkboxes: one for text messages (SMS) and one for automated calls.

We recommend that you check both boxes so you can get any news about the job status and updates.

What you need to know about the pre-screen questions:

1. This section can take you 20-30 minutes. Please take your time to read each question carefully
2. It is important to answer these questions honestly
3. As you answer questions, more questions will appear at the bottom of your screen and you will need to scroll down
4. Be sure to answer ALL the questions
5. You will see a message confirming that you have completed this section once you have answered all questions

Pre-Screen Question Resources

1. **Access to a Computer:** call 313-962-9675 to schedule an appointment at a Detroit at Work Career Center to use one of our computers
2. **Question Review:** this packet includes a list of the pre-screen questions you are likely to see and most common responses. If you are not sure about your answer to one of the pre-screen questions, please email FCAsupport@detroitatwork.com

STEP 2: FILL OUT THE APPLICATION

Once you finish the pre-screening questions, you will be asked to enter additional personal details.

Some information will automatically fill in (highlighted in green) Make sure to double check that everything is correct.

Some information will still be blank (highlighted in yellow). You will have to fill this in before moving on.

Sample application form below:

FCA US LLC Application for Employment			
PERSONAL INFORMATION		Instructions: Please furnish complete and accurate information. Applications will be verified. Incomplete applications will not be considered. In addition to completing this form, you may attach a resume detailing your professional and educational background.	
LAST NAME:	Don	FIRST NAME:	Jonathan
MIDDLE INITIAL:			
OTHER NAME(S) UNDER WHICH ATTENDED SCHOOL OR EMPLOYED:			
CURRENT ADDRESS			
COUNTRY:	United States		
STREET:	1134 Woodward		
CITY:	Detroit	STATE:	Michigan
ZIP/POST CODE:		48226	
PERMANENT ADDRESS IF DIFFERENT			
COUNTRY:	— Please Select —		
STREET:			
CITY:		STATE:	— Please Select —
ZIP/POST CODE:			
EMAIL ADDRESS:	Applicant_1@gmail.com		
TELEPHONE NUMBER:	(313) 313-3134	ADDITIONAL PHONE NUMBER:	
SOCIAL SECURITY #	DRIVER'S LICENSE INFORMATION		
SSN:	XXX-XX-XXXX	DL #:	AB12345678
		DL STATE:	Michigan
		DL EXPIRATION:	01/01/2020
MONTH AND DAY OF BIRTH:	January	1990	
Your Month and Day of Birth will be used in conjunction with your name to uniquely assign a FCA US LLC employee identification (ID) number.			
Are you legally authorized to work in the U.S.? Yes			
Do you now, or will you in the future, require FCA US LLC to sponsor a visa or other work authorization? No			
Any prior employment or contract work with Chrysler LLC, or its predecessors or Chrysler Group LLC, its subsidiaries or affiliates or FCA US LLC or its subsidiaries or affiliates?	LOCATION	LAST DAY WORKED	
No			

STEP 3: COMPLETE THE ONLINE ASSESSMENT

After the application details, next is the Mechanical Reasoning & Behavioral Assessment.

What you need to know about the assessment:

1. You must complete the assessment online
2. You must complete in a single sitting
3. The assessment will take approximately 40 minutes
4. **Use a computer, NOT a smartphone, to complete the assessment**
5. If you do not have a computer to use, Detroit at Work will share a list of places you can go to use a computer for free
6. You can use a calculator during the assessment if you need one

The FCA assessment is used to evaluate your skills in the following areas:

- Arithmetic & Mechanical Reasoning
- Assembly & Process Monitoring
- Situations & Attitudes
- Safety & Protocol

Assessment Resources

1. **Access to a Computer:** call 313-962-9675 to schedule an appointment at a Detroit at Work Career Center to use one of our computers
2. **Practice Assessment:** if you are new to online test-taking, go to bit.ly/fcapractice to take the Detroit at Work practice assessment.
 - a. You will receive an automatic report highlighting your strengths
 - b. Your results are private. We will **not** share your results with FCA.
 - c. If you would like to review your full results with a Detroit at Work team member, email FCAsupport@detroitatwork.com

STEP 4: ATTEND AN IN-PERSON INTERVIEW

Following the application period, FCA will contact and invite some applicants for interviews.

What you need to know about the interview:

1. Not all candidates will receive an invitation to interview
2. You may not be invited to interview for several months
3. Interviews will last approximately 20 minutes
4. Interviews may include a dexterity exercise or other simulation



Interviewers want to understand your fit with the company values and workplace environment. There is also a dexterity exercise to see how you would work in the factory setting.

Interviews are offered in the order of completed applications. That's why it's important that you finish your application as early as possible.

If you are selected for an interview, you will receive an email with instructions for how to schedule your interview.

You will be required to complete a health screen and wear personal protective equipment in order to enter the FCA facility. All required equipment will be provided by FCA.

Interview Resources

1. **Practice Questions:** Detroit at Work has prepared a set of practice questions for to get ready for your interview. Visit detroitatwork.com/i-have-an-interview-and-want-to-prepare to download a practice question worksheet.
2. **What to Wear:** You must wear long pants and closed-toe shoes. FCA interviews are more casual than a typical interview. Khakis and a button-up shirt or jeans and a polo are best. Visit detroitatwork.com/i-have-an-interview-and-want-to-prepare to view a more detailed guide to what to wear.
3. **Interview Workshops:** Log into your Detroit at Work profile to sign up for one of our interview workshops for additional coaching and practice.

STEP 5: ACCEPT A CONDITIONAL OFFER

Once the interviews are completed, FCA will extend Conditional Offers to candidates that they want to hire.

What you need to know about the conditional offer:

1. Not all candidates will receive a conditional offer
2. If you receive a conditional offer, you will be given an offer for a specific plant based on FCA's production needs. You will not have the option to select a plant
3. **Offers are conditional upon passing a drug screen, physical and background check**
4. You will receive an email from FCA to schedule your drug screen and initiate your background check

DRUG-FREE PLEDGE

In order to work for FCA, you **MUST** be willing to commit to a drug-free workplace. Please commit to the pledge below before applying to FCA:

I am applying to a job in an industry that does not tolerate drug use, including marijuana (medical and recreational).

I promise that I am drug-free and/or will be at the time of my official drug screen.

FCA IS A BACKGROUND FRIENDLY EMPLOYER

Backgrounds are reviewed on a case by case basis. A finding on your background check will not necessarily disqualify you from FCA, BUT answering anything dishonestly about your background on your application will immediately disqualify you

THANK YOU AND GOOD LUCK ON YOUR FCA APPLICATION!

If you have any questions or need assistance you can
contact the Detroit at Work team at:

313-962-9675

OR

FCAsupport@detroitatwork.com



SAMPLE PRE-SCREEN QUESTIONS

1. Work History Questions

Which of the following statements apply to you?

- I am a current employee of FCA US LLC.
- I am a former employee of Chrysler LLC, or its predecessors or Chrysler Group LLC, its subsidiaries or affiliates or FCA US LLC or its subsidiaries or affiliates.
- I am a current or former employee or contractor of Almacantar S.A., Comau S.p.A., Ferrari S.p.A., FGA Capital S.p.A., Fiat Chrysler Automobiles N.V., Fiat Chrysler Finance S.p.A., FCA Italy S.p.A., Fiat Services S.p.A., Juventus Football Club S.p.A., Maserati S.p.A., Teksid S.p.A. or Cushman & Wakefield Holdings, Inc.
- I am an employee or contractor of a third party and provide services at facilities or premises of FCA US LLC or its affiliates.
- I was an employee or contractor of a third party and provided services at facilities or premises of Chrysler LLC, or its predecessors or Chrysler Group LLC, its subsidiaries or affiliates or FCA US LLC or its subsidiaries or affiliates.
- I have never worked for Chrysler LLC, its predecessors or Chrysler Group LLC, its subsidiaries or affiliates or FCA US LLC, its subsidiaries or affiliates.

Which of the following statements apply to you?

- I am a current employee, partner or principal of Ernst & Young LLP or its affiliates.
- I am a former partner or principal of Ernst & Young LLP or its affiliates.
- I am not a former partner or principal of Ernst & Young LLP or its affiliates, but I have worked for Ernst & Young or its affiliates within the past 3 years.
- I am not a former partner or principal of Ernst & Young LLP or its affiliates and I have not worked for Ernst & Young LLP or its affiliates within the past 3 years

Does any member of your immediate family (which includes your spouse, partner, parent, dependent, nondependent child or sibling) currently work for Ernst & Young LLP or its affiliates?

- Yes
- No

Most people will answer that they and their family have not worked at FCA or its affiliates or subsidiaries. **If you have worked for FCA or its affiliates in the past, that's okay and you should answer honestly.**

FCA may want to contact these employers to get an idea of your employment history and performance.

Contact Detroit at Work if you have a question about a former employer who might be affiliated with FCA.

2. Eligibility Questions

Are you authorized to work in the US?

- Yes
- No

Will you now or in the future require sponsorship for U.S. work visa status, or work authorization (for example, H-1B, L-1, TN, OPT etc.)?

- Yes
- No

Are you at least 18 years of age?

- Yes
- No

Have you earned your HS diploma, GED or higher degree?

- Yes
- No

Are you able to read, write and speak English sufficiently to understand and communicate workplace policies and work/safety instructions?

- Yes
- No

This position is based in Detroit, Michigan. Are you within a commutable distance?

- Yes
- No

Eligibility questions will determine whether you meet the requirements to apply for this job.

Always be honest when answering these questions! FCA will verify this information.

Your answers to these questions will impact whether your advance to the next step.

Contact Detroit at Work if you have a question about your eligibility

3. Work Requirements

The hiring process for this position may consist of an application review, drug screen, background verification and a onsite interview that includes a dexterity exercise. You may also be given a post-offer medical screen. **Are you willing, with or without reasonable accommodation, to participate in this entire process?**

- Yes
- No

If selected, you must be willing to accept any positions as they become available with or without reasonable accommodation. **Are you willing to accept any positions as they become available with or without reasonable accommodation?**

- Yes
- No

The position for which you are interested may require you to work different shifts and start times may vary. **Are you willing and able to work any shift with or without reasonable accommodation?**

- Yes
- No

The position for which you are interested may require working in hot and/or cold conditions. **Are you willing and able to work in hot and/or cold conditions with or without reasonable accommodation?**

- Yes
- No

The position for which you are interested may require you to work around heavy equipment or manufacturing machinery. **Are you willing and able to work around heavy equipment or manufacturing machinery with or without reasonable accommodation?**

- Yes
- No

The position for which you are interested may require wearing safety equipment such as safety glasses, sleeves, earplugs and steel-toed shoes. **Are you willing and able to wear safety equipment with or without reasonable accommodation?**

- Yes
- No

The position for which you are interested may require standing or walking for long periods of time each day. **Are you willing and able to stand or walk for long periods of time daily, with or without reasonable accommodation?**

- Yes
- No

The position for which you are interested may require physical activities such as frequent bending, stooping, reaching and lifting. Are you willing and able to frequently bend, stoop, reach and lift with or without reasonable accommodation?

- Yes
- No

Are you willing to adhere to all FCA US LLC's environmental and safety standards?

- Yes
- No

Are you willing to adhere to all FCA US LLC's smoke-free and drug-free workplace policies?

- Yes
- No

The position for which you are interested is based in Detroit, Michigan. You should not expect that a request on your behalf to move to a different location will be granted.

- Yes
- No

Work Requirements questions are designed to determine whether you are a good fit for the FCA team.

It is most important to be honest when answering these questions, but keep in mind that if you are not willing to abide by FCA's work protocols then they may choose not to offer you an interview.

Contact Detroit at Work if you have a question about any of the work requirements.

FCA is a background friendly employer

Each applicant will be reviewed on a case by case basis.

If you have a background, you are still eligible to work for FCA.

However, if you do not tell the truth and something is discovered through your background check, you will be disqualified.