

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

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: FCA is

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

FCA is hiring for 2 positions:

1. Production Operator (\$15.78/hr)
2. Truck Driver (\$17.82/hr)

All positions are for Supplemental Employees

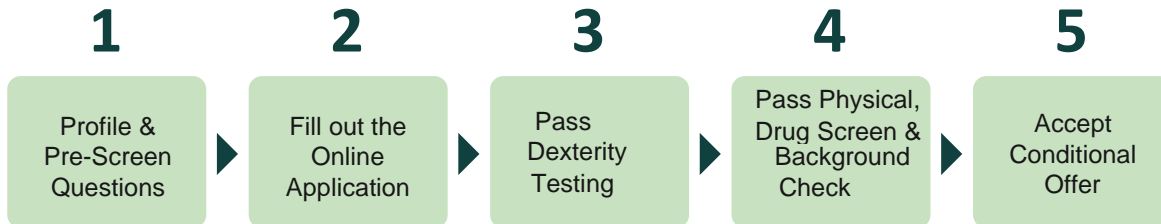
Supplemental Employees are on-call Monday through Friday (potential Saturday, Sunday and/or holidays). This position can be scheduled up to 40 hours per week and may require overtime depending on production needs.

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 two 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 schedule dexterity testing.

Based passing physical, drug Screen, and background check, 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

Email Address Applicant_1@gmail.com
 Legal First Name Jonathan
 Legal Middle Name
 Legal Last Name Doe
 Address 1234 Woodward
 City Detroit
 State Michigan
 County Wayne
 ZIP 48226
 Country United States
 Phone 313-313-3131
 SMS Messages: check to receive text messages for status updates at the cell phone number above.
 Alternate Phone
 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: <input type="text" value="Doe"/>	FIRST NAME: <input type="text" value="Jonathan"/>	MIDDLE INITIAL: <input type="text"/>	
OTHER NAME(S) UNDER WHICH ATTENDED SCHOOL OR EMPLOYED: <input type="text"/>			
CURRENT ADDRESS			
COUNTRY: <input type="text" value="United States"/>			
STREET: <input type="text" value="1234 Woodward"/>			
CITY: <input type="text" value="Detroit"/>		STATE: <input type="text" value="Michigan"/>	ZIP/POST CODE: <input type="text" value="48226"/>
PERMANENT ADDRESS IF DIFFERENT			
COUNTRY: <input type="text" value="-- Please Select --"/>			
STREET: <input type="text"/>			
CITY: <input type="text"/>		STATE: <input type="text" value="-- Please Select --"/>	ZIP/POST CODE: <input type="text"/>
EMAIL ADDRESS: <input type="text" value="Applicant_1@gmail.com"/>			
TELEPHONE NUMBER: <input type="text" value="313-315-9155"/>		ADDITIONAL PHONE NUMBER: <input type="text"/>	
SOCIAL SECURITY # <input type="text" value="###-##-####"/>		DRIVER'S LICENSE INFORMATION	
SSN: <input type="text"/>		DL #: <input type="text" value="AB12345678"/>	DL STATE: <input type="text" value="Michigan"/>
MONTH AND DAY OF BIRTH: <input type="text" value="January"/> <input type="text" value="1990"/>		DL EXPIRATION: <input type="text" value="01/01/2020"/>	
<i>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.</i>			
Are you legally authorized to work in the U.S.? <input type="text" value="Yes"/>			
Do you now, or will you in the future, require FCA US LLC to sponsor a visa or other work authorization? <input type="text" value="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
<input type="text" value="No"/>			

STEP 3: Schedule Dexterity Testing

STEP 4 & 5: ACCEPT A CONDITIONAL OFFER

Once the dexterity testing is 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.