



Manpower, Inc. of SE Michigan

231 Little Lake Drive
Ann Arbor, MI • 734-665-3757

1122 South Telegraph Road
Monroe, MI • 734-241-2040

www.manpowermi.com

How To Apply With Manpower!

Apply With Us. Easy as 1-2-3

Manpower, Inc. of Southeastern Michigan (serving Washtenaw and Monroe Counties) has a simple three (3) step application process:

Step 1

Go to www.manpowerjobs.com to complete/update your "My Manpower Account." It is important that your profile is **100% complete and accurate**. Make sure you **write down your login/password information and bring it with you to Manpower**. You will need this information to log into your account upon arrival so you can complete the activation process. Get detailed instructions on how to create an account at <http://www.manpowermi.com/pdf/My-Manpower-Instructions-April-2013.pdf>.

Step 2

Call us at 734-665-3757 (Ann Arbor) or 734-241-2040 (Monroe) to set up an appointment for your in-house application process. We suggest that applicants come in at either 9:00am or 1:30pm, Monday through Friday. If these times do not work, contact us to set up an alternate time. In addition, please plan to be in our office for approximately one to four (1-4) hours to complete the application process.

Step 3

Bring yourself and your ID to our office. That's it! We'll have all the necessary paperwork there. If you'd like to familiarize yourself with our policies and procedures before your office visit, feel free to go to the "Forms" page on our website (<http://manpowermi.com/job-seekers/forms/>) where you'll find links to important documents under the heading "Application Paperwork and Policy Forms." You will also need to print the necessary government I-9 and W-4 forms using the links under the heading "Government and Tax Forms." If you do not have a printer, you can get these forms at either of our offices.

That's all you need to do to get started. Thank you for applying with Manpower and we look forward to meeting with you!