



Choosing a position

1. Go to gowesco.com/careers choose your desired position from the list under the heading: **What do you want to be?**
2. Choose your desired location under the heading: **Where would you like to do it?**
3. Continue to the next page...

The screenshot shows the WESCO careers page. At the top, there is a navigation bar with the WESCO logo and several promotional banners: "Wesco has the BEST COOKIES I drive out of my way to get them.", "2¢ Price Cuts More Save 20¢ per Gallon", and "No-Salt Cookie Bites Save 5¢ per Gallon". Below the navigation bar are tabs for REWARDS, CAREERS, FOOD, STORE LOCATOR, CONTACT, and GIFT CARDS. The main content area features a green background with a pink polka-dot pattern and a large image of cookies. A white box contains the text: "You are making the best choice ever! By applying to Wesco you have a lot to look forward to... - A Bright Future. We know you are looking forward to a bright future and we are looking forward to being part of it. Our journey together begins here! After setting up an account and filling out our online application you can use our simple 'Find Job' page to locate the right opportunity for you. C'mon, be part of the Wesco team, and gain the freedom to achieve your goals with a company that cares about your career development and your BRIGHT FUTURE."

What do you want to be?

- Transportation (Driver) +
- Assistant Manager +
- Sales Associate

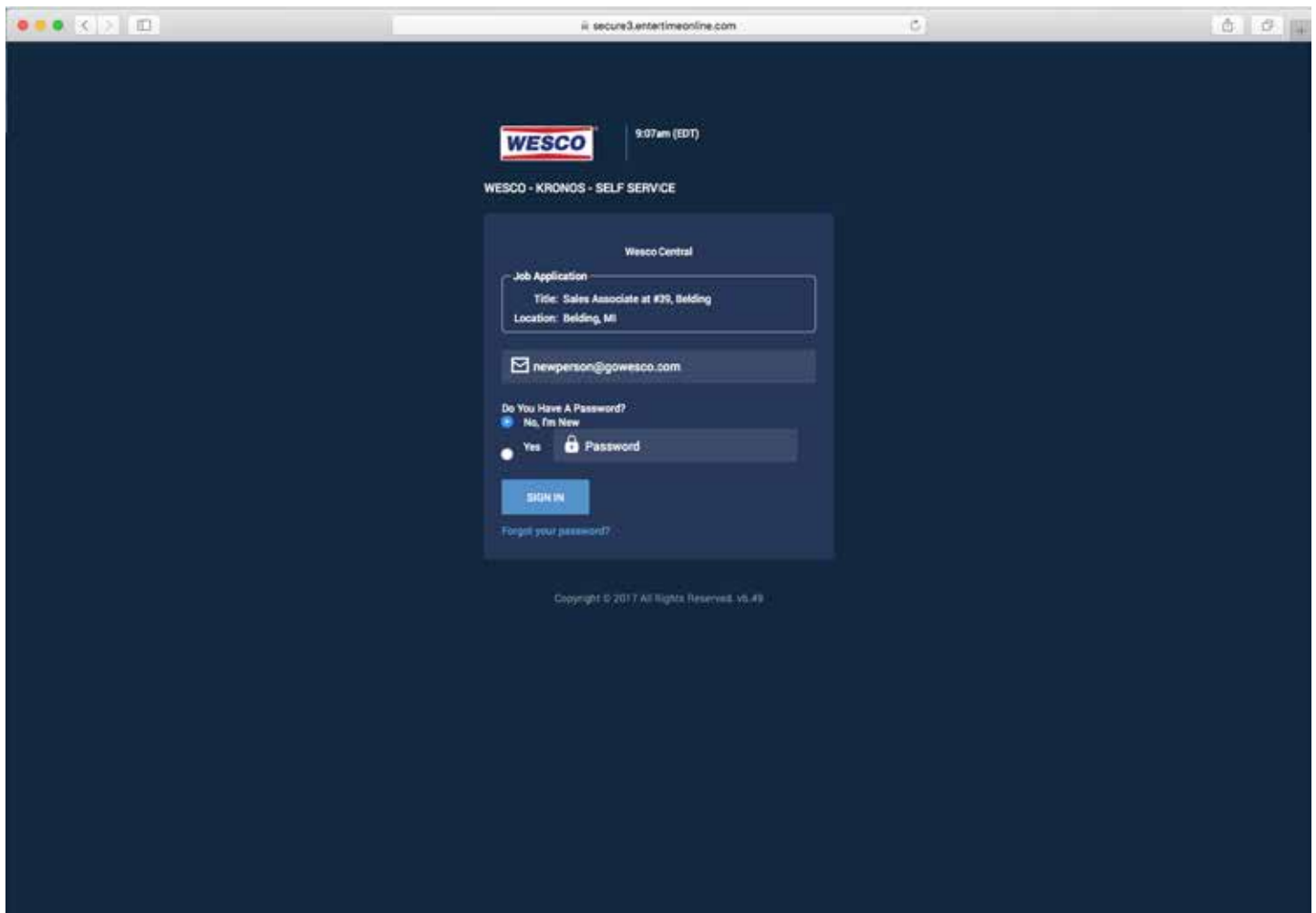
Where do you want to do it?

- Adrian
5410 W. Maumee
- Baldwin
777 Michigan Avenue
- Belding
105 W. State Street
- Benzonia
2983 Benzie Highway
- Big Rapids
21389 Perry Street
- Brooklyn
10409 W. Brooklyn

WESCO

Set up an account for our application system.

1. Enter your email address.
2. Choose **No, I'm New**.
3. Click **SIGN IN** and continue to the next page...

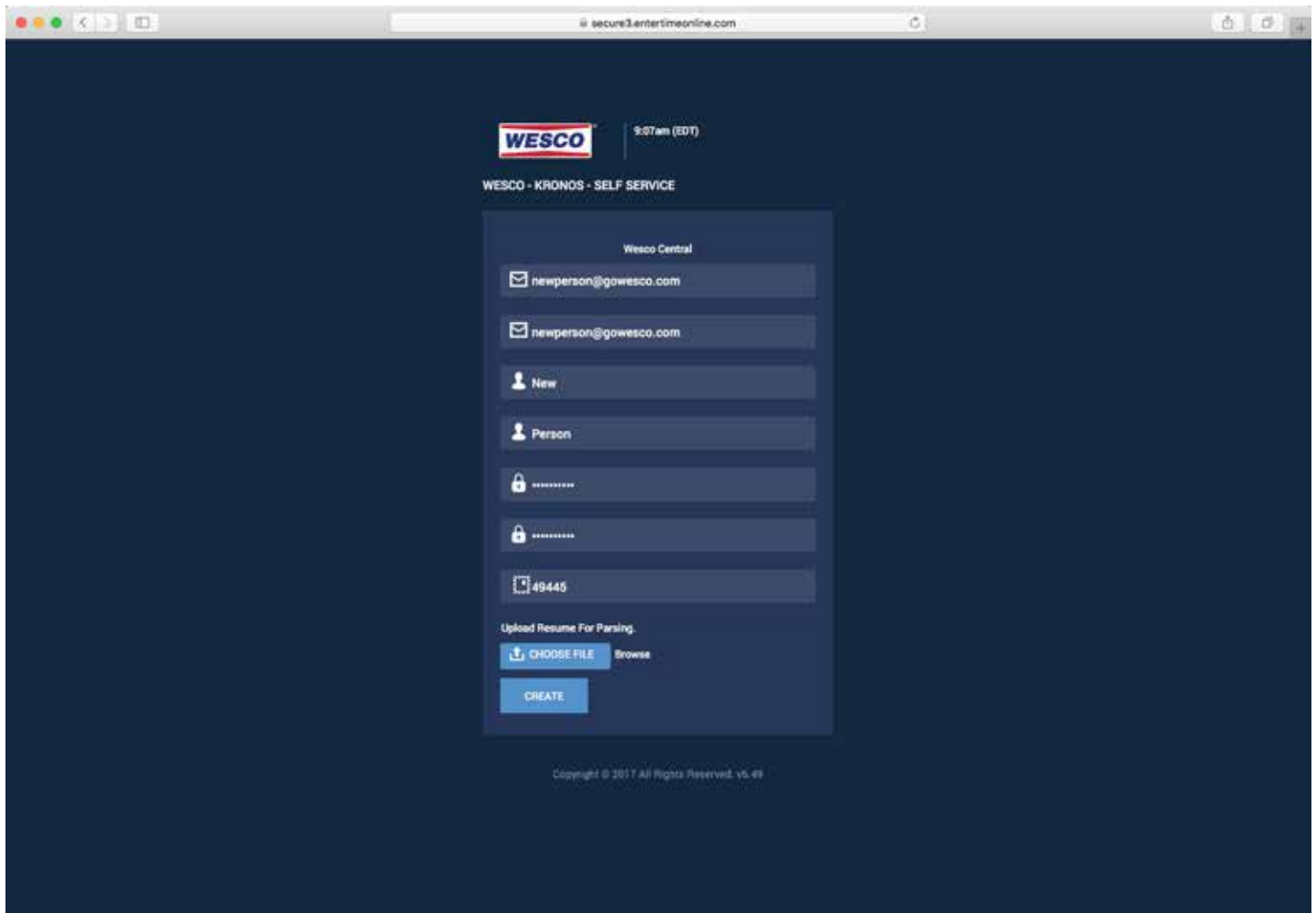


The screenshot shows a web browser window with the URL `secure3.entrtimeonline.com`. The page header includes the WESCO logo and the time `9:07am (EDT)`. Below the header, it says `WESCO - KRONOS - SELF SERVICE`. The main content area is a dark blue box titled `Wesco Central` containing a `Job Application` form. The form fields are: `Title: Sales Associate at #39, Belding`, `Location: Belding, MI`, and an email field containing `newperson@gowesco.com`. Below the email field, there is a question `Do You Have A Password?` with two radio button options: `No, I'm New` (which is selected) and `Yes` with a `Password` input field. At the bottom of the form is a blue `SIGN IN` button and a link `Forgot your password?`. A copyright notice `Copyright © 2017 All Rights Reserved. v6.49` is visible at the very bottom of the page.

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Choosing a password.

1. Re-enter your email address.
2. Fill out your **Name, Password, and Zip Code**.
3. Hit **CREATE** and continue to the next page...



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Who are you?

1. Fill out the contact information and personal questions.
2. Make sure you enter a phone number so we can call you
3. Hit **SAVE & CONTINUE** (upper right corner) and continue to the next page...

WESCO Wesco - Kronos - Self Service 9:19am (EDT) New Person

START My Account Find Jobs

BACK Home My Account My Applicant Profile My Profile POPULATE FROM LINKEDIN SAVE SAVE & CONTINUE

CONTACT INFORMATION RESUME WORK EXPERIENCE EDUCATION PROFESSIONAL REFERENCES APT SUMMARY APPLY FOR JOB

Hello! Thank you for applying to Wesco!
Be sure to click on **Save and Continue** to move to the next step.

GENERAL CONTACT INFORMATION

Please fill in your contact information.

Salutation

First Name* New Middle* New

Last Name* Person Suffix

Primary Email* newperson@gowesco.com

Secondary Email

Work Phone Primary

Cell Phone 555-555-5555 Primary

Home Phone Primary

Years at present address* 10

Are you 18 years of age or older?* Yes

Is there any other name you have used in connection with employment, education, U.S. Military Service, or any criminal conviction? No

Have you ever been convicted of a crime or are you presently charged with a felony? No

If so, where and when, and explain circumstances

What made you apply to WESCO? I like ICEE's!!!

What do you think it takes to make a great associate? Always being friendly

What did you like best about your last position? The people I worked with.

What did you like least about your last position? The hours were not flexible.

Use five words to describe yourself* Friendly, Motivated, Positive, Energetic, and Compassionate.

Why should WESCO choose you for this position? Because I will do everything I can to be a great associate!

ADDRESS

Country* United States

Street* 1458 Whitehall Road

Zip* 49445

City* MUSKEGON

State* Michigan

SECURITY QUESTION

Question how many dogs do I have

Answer ***

WESCO

What do you expect?

1. Fill out the additional information section so that we know what you expect.
2. Hit **SAVE & CONTINUE** (upper right corner) and continue to the next page...

The screenshot shows a web browser window with the URL `secure1.entratimacrine.com`. The page header includes the WESCO logo, the text "Wesco - Kronos - Self Service", the time "9:21am (EDT)", and a user profile icon labeled "New Person". Below the header is a navigation bar with "START", "My Account", and "Find Jobs". The main content area is titled "My Profile" and includes a breadcrumb trail: "Home > My Account > My Applicant Profile > My Profile". There are buttons for "POPULATE FROM LINKEDIN", "SAVE", and "SAVE & CONTINUE". A success message "Success (1) Hide All" and a "Saved." notification are visible. The "RESUME" tab is selected, showing a message: "You currently do not have a Resume file uploaded. Please use the 'CHOOSE FILE' button below to select and upload a new Resume." Below this are instructions: "Valid resume formats are PDF, DOC, DOCX, TXT, RTF" and "Uploading resume could take several minutes depending on file size and your internet connection." A "CHOOSE FILE" button is present with the text "No file chosen". The "ADDITIONAL INFORMATION" section contains several fields: "Eligible for Work in the USA" (checked), "Required Salary" (8.50 Per Hour), "Available Start Date" (03/20/2017), and "Referral" (Company Website). Another "ADDITIONAL INFORMATION" section contains questions with dropdown menus: "Number of hours available per week?" (40), "Do you have any commitments to another employer that might affect your employment with us?" (No), "Do you have any activities, commitments, or responsibilities (for example, school, transportation, other employment, etc.) which might in any way interfere with your ability to work full-time, including overtime, in the position for which you're applying?" (No), "Work in our stores may require Associates to work in cold conditions (coolers and out of doors during the winter) and dusty conditions. Can you perform work in these conditions with or without an accommodation?" (Yes), "Most of our stores operate on a 7 day/24 hour operation (including holidays). Are you available for work these hours without an accommodation?" (No), "What are your ideal working hours?" (10-6), and "To help us consider a job that matches your availability, please specify the days and times each day you would be available to work" (M-W-Th-F-Sa 10-6). The "How did you find out about this position?" field is set to "website". At the bottom, there is an "OBJECTIVE SUMMARY" section.

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Where have you worked?

1. Fill out the work experience section.
2. Hit **SAVE & CONTINUE** (upper right corner) and continue to the next page...

WESCO - Kronos - Self Service 9:25am (EDT) New Person

START My Account Find Jobs

BACK Home My Account My Applicant Profile My Profile POPULATE FROM LINKEDIN SAVE SAVE & CONTINUE

Success (1) Hide All Saved

CONTACT INFORMATION RESUME **WORK EXPERIENCE** EDUCATION PROFESSIONAL REFERENCES MY SUMMARY APPLY FOR JOB

GENERAL INFORMATION

Employers 1

COMPANY #1 (CURRENT/MOST RECENT EMPLOYER)

Company Name	Not Wesco	City	Muskegon	State	
Supervisor Name	Joe Super	Supervisor Phone Number	555-555-5555	Starting Pay	0.00
				Ending Pay	0.00
				Pay Type	Hourly

Reason For Leaving
Flexibility of hours, I have kids and need to be able to shuffle my hours a bit for them.

Of Job Titles Held With The Company 1

Job Title #1	Sales Associate	From	January	1980	To	January	2017
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Brief Description
I sold things, and clean things, and was a model employee

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Where did you learn?

1. Fill out the education section.
2. Hit **SAVE & CONTINUE** (upper right corner) and continue to the next page...

The screenshot shows a web browser window with the URL `secure3.entrtimeonline.com`. The page header includes the WESCO logo, the text "Wesco - Kronos - Self Service", the time "9:26am (EDT)", and a user profile icon labeled "New Person". Below the header is a navigation bar with "START", "My Account", and "Find Jobs". A breadcrumb trail shows "Home > My Account > My Applicant Profile > My Profile". On the right side of the breadcrumb trail are buttons for "POPULATE FROM LINKEDIN", "SAVE", and "SAVE & CONTINUE". The main content area is titled "GENERAL INFORMATION" and contains a "Schools" section with a dropdown set to "1". The "SCHOOL #1 (CURRENT/MOST RECENT SCHOOL)" section includes the following fields:

- Country: [Dropdown]
- School Name: Cool Highschool
- School Type: High School
- Status: Graduated
- Major: Highschool Stuff
- Minor: Being Cool
- GPA: 5

A text area for "Extracurricular Activities" contains the text "I mainly just did really cool stuff".

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Who knows the real you?

1. Fill out the references section (at least 2 references required).
2. Hit **SAVE & CONTINUE** (upper right corner) and continue to the next page...

The screenshot shows a web browser window with the URL `secure3.entertimeonline.com`. The page header includes the WESCO logo, "Wesco - Kronos - Self Service", and the time "9:28am (EDT)". A "New Person" button is in the top right. Below the header, there are navigation links: "START", "My Account", and "Find Jobs". A search icon is also present. The main content area has a breadcrumb trail: "Home > My Account > My Applicant Profile > My Profile". On the right side of this area, there are buttons: "POPULATE FROM LINKEDIN", "SAVE", and "SAVE & CONTINUE". Below the breadcrumb, there are two notification boxes: "Success (1) Hide All" and "Saved". A horizontal menu contains tabs for "CONTACT INFORMATION", "RESUME", "WORK EXPERIENCE", "EDUCATION", "PROFESSIONAL REFERENCES" (which is selected), "MY SUMMARY", and "APPLY FOR JOBS". The "PROFESSIONAL REFERENCES" section contains three reference forms. Reference #1 and #2 are filled out with the following details: Company: 1st Street Shop; Contact Person: Mr. Shop; Relationship To Contact: I Shop there a lot; Email: shopsshop@shops.com; Phone #: 515-515-5155; Years Known: 5; May we contact this reference?: Yes. Each of these two references has a "PICK FROM GOOGLE" button. Reference #3 is partially filled out with empty fields for Company, Contact Person, Relationship To Contact, Email, and Phone #, and a "PICK FROM GOOGLE" button. Below the references is an "ADDITIONAL INFORMATION" section with an empty text area.

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Double check your info and sign.

1. Double check your submitted info and then scroll to the bottom of the page.
2. Hit **ELECTRONIC SIGNATURE** (lower left corner) and continue to the next page...

The screenshot shows a web browser window with the URL `secure3.enterimonline.com`. The page header includes the **WESCO** logo, the text "Wesco - Kronos - Self Service", the time "9:29am (EDT)", and a "New Person" dropdown menu. Below the header is a navigation bar with "START", "My Account", and "Find Jobs" buttons. The main content area has a breadcrumb trail: "Home > My Account > My Applicant Profile > My Profile". On the right, there are buttons for "POPULATE FROM LINKEDIN", "SAVE", and "SAVE & CONTINUE". A notification bar shows "Success (1)" and "Saved". A tabbed interface includes "CONTACT INFORMATION", "RESUME", "WORK EXPERIENCE", "EDUCATION", "PROFESSIONAL REFERENCES", "MY SUMMARY" (which is active), and "APPLY FOR JOB". A red-bordered box contains the instruction: "After clicking the **Electronic Signature** below, choose the **Save & Continue** button at the top right of the page to submit your application for this position." Below this are several sections of text: a certification statement, a disclaimer about employment terms, a consent for medical testing, and a request for availability. The "Work Experience" section lists a role at "NIT Wesco" as a "Supervisor" and a previous role as a "Sales Associate". The "Education" section lists "Cool Highschool" with a "Major" of "Highschool Stuff". At the bottom, a "My Summary" section contains a "READ CAREFULLY AND SIGN BELOW IF YOU AGREE TO THESE TERMS OF EMPLOYMENT:" notice, a paragraph of legal terms, and an "ELECTRONIC SIGNATURE" button.

Scroll down
Scroll down
Scroll down
Scroll down
Scroll down
Scroll down

WESCO

Electronic Signature.

1. Fill out your whole name.
2. Put in the password you created on page 2 and the date.
3. Hit **OK** and continue to the next page...

The screenshot shows a web browser window with the URL `secure1.entrantimeonline.com`. The page header includes the WESCO logo, navigation links for 'Wesco - Kronos - Self Service' and '9:29am (EDT)', and a 'New Person' button. The main content area is titled 'My Account' and 'Find Jobs'. A 'START' button is visible. The page contains several sections: 'My Account', 'My Account Profile', 'My Profile', 'Work Experience', 'Education', 'Professional References', and 'My Summary'. A 'Terms And Conditions' dialog box is overlaid on the page, containing the following text and form fields:

Terms And Conditions

By clicking the "OK" button, you acknowledge that you have read, understand and agree to the terms and conditions of this form.

Signature: Your Full Name*

Password: Please type password you (newperson@gowesco.com) used for login to confirm

Date:

Buttons: **OK** **CANCEL**

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You're almost there!

1. Hit **SAVE & CONTINUE** and continue to the next page...

The screenshot shows a web browser window with the URL `secure3.entrtimeonline.com`. The page header includes the WESCO logo, the text "Wesco - Kronos - Self Service", the time "9:30am (EDT)", and a user profile icon labeled "New Person". Below the header, there are navigation tabs for "START", "My Account", and "Find Jobs". A breadcrumb trail shows "Home > My Account > My Applicant Profile > My Profile". On the right side, there are buttons for "POPULATE FROM LINKEDIN", "SAVE", and "SAVE & CONTINUE". A yellow warning banner at the top states "Warnings (1) Hide All" and "Applicant profile has been signed off." Below this, a navigation menu includes "CONTACT INFORMATION", "RESUME", "WORK EXPERIENCE", "EDUCATION", "PROFESSIONAL REFERENCES", "MY SUMMARY", and "APPLY FOR JOB". A red-bordered box contains a warning: "After clicking the Electronic Signature below, choose the Save & Continue button at the top right of the page to submit your application for this position." The main content area contains several paragraphs of legal disclaimers and consent statements regarding employment terms, medical testing, and accommodations. At the bottom, there is a "Contact Information" section with fields for Name, Primary Email, Cell Phone, Years at present address, and various yes/no questions. Below this is a "Resume" section.

WESCO Kronos - Self Service 9:30am (EDT) New Person

START My Account Find Jobs

Home My Account My Applicant Profile My Profile POPULATE FROM LINKEDIN SAVE SAVE & CONTINUE

Warnings (1) Hide All

Applicant profile has been signed off.

CONTACT INFORMATION RESUME WORK EXPERIENCE EDUCATION PROFESSIONAL REFERENCES MY SUMMARY APPLY FOR JOB

After clicking the **Electronic Signature** below, choose the **Save & Continue** button at the top right of the page to submit your application for this position.

I certify that the information contained in this application (and accompanying resume and notes, if any) are true and complete. I understand that any falsification, misrepresentation or omission - oral or written - on this application or during the pre-hire process, may disqualify me from further consideration for employment or result in immediate dismissal from employment if discovered at a later date.

I understand and agree that all employment at Wesco is on an at-will basis, and may be terminated by Wesco or myself, with or without cause, at any time. I understand that no employee of Wesco (except Wesco's President by a specific written contract for a specific term of years, that is signed by the President) has any authority to offer employment other than on an at-will basis. I also understand and agree to Wesco's policy that the company's decisions on all employment related matters are final, and are not subject to review or appeal outside Wesco except as provided for by law.

I hereby give my consent for Wesco, through an authorized testing service of its choice and expense, to collect blood, hair, urine, or saliva samples from me and to conduct any other necessary medical tests to determine the presence of alcohol, drugs, or controlled substances. I hereby release Wesco (and any testing agency retained by Wesco) from liability arising out of such test or its results. Further, I give my consent for the release of the test results and other relevant medical information to authorized Wesco management for appropriate review. If I am accepted for employment by Wesco, I hereby consent to be tested in the above manner at any time during my employment when, in the Company's judgment, such testing is appropriate. I further acknowledge that remaining free of illegal drug use and complying with the Company's substance abuse policy is a condition of my employment.

Should I receive a conditional offer of employment, I agree to submit to any physical and/or psychological medical examination, at the request and expense of Wesco, as permitted by law. I further authorize any physician or entity conducting such medical examination to release the results of such examination to Wesco.

Wesco is an Equal Opportunity Employer. It is the policy of Wesco to afford equal employment opportunity regardless of a person's race, religion, color, national origin, sex, age, marital status, height, weight, or disability.

I also understand that if I have a protected disability that affects my ability to do the job I seek, I may ask Wesco to attempt to make a reasonable accommodation for it. I further understand that I must make my request in writing to the Human Resources Department as soon as possible, and that under the Michigan Persons with Disabilities Civil Rights Act, such notice must be given no later than 182 days after the date I know, or reasonably should know, that the accommodation is needed.

Contact Information

Name: New New Person

Primary Email: newperson@gwesco.com

Cell Phone: 555-555-5555

Years at present address: 10

Are you 18 years of age or older?: Yes

Is there any other name you have used in connection with employment, education, U.S. Military Service, or any criminal conviction?: No

Have you ever been convicted of a crime or are you presently charged with a felony?: No

What made you apply to WESCO?: I like ICEE's!!!

What do you think it takes to make a great associate?: Always being friendly

What did you like best about your last position?: The people I worked with.

What did you like least about your last position?: The hours were not flexible.

Use five words to describe yourself: Friendly, Motivated, Positive, Energetic, and Compassionate.

Why should WESCO choose you for this position?: Because I will do everything I can to be a great associate!

Address: 1460 Whitehall Road Moxley, MI 48448 United States

Resume

WESCO

Application Guide

You're almost there!

1. Hit **APPLY FOR THIS JOB** and you are done!
2. Now that you have created an account and have an application on file you can:
 - Click Find Jobs (top left of page) and submit your application to any location you want.
 - Update your application information at anytime.
 - Easily log on and submit your application to any other posted job.

The screenshot shows a web browser window with the URL `secure3.artertimeonline.com`. The page header includes the WESCO logo, the text "Wesco - Kronos - Self Service", the time "9:30am (EDT)", and a user profile icon labeled "New Person". Below the header is a navigation bar with "START", "My Account", and "Find Jobs" buttons. A search icon is also present. The main content area has a breadcrumb trail: "Home > My Account > My Applicant Profile > My Profile". To the right of the breadcrumb are buttons for "POPULATE FROM LINKEDIN", "SAVE", "SAVE & CONTINUE", and "APPLY FOR THIS JOB". Below the breadcrumb is a notification bar showing "Success (1)" and "Hide All", and another notification saying "Saved.". A horizontal menu contains tabs for "CONTACT INFORMATION", "RESUME", "WORK EXPERIENCE", "EDUCATION", "PROFESSIONAL REFERENCES", "MY SUMMARY", and "APPLY FOR JOB". The "APPLY FOR JOB" tab is active. Below the menu, a paragraph states: "Now that a User Profile has been created, apply for a job by clicking on the Find a Job tab. A Sales Associate is the face of Wesco to our customers. They work with their teams to provide an outstanding shopping experience. Using our mission statement and unifying principles as their compass, they carry out a wide variety of tasks; from running registers to general housekeeping, all while putting customers first." Below this text is a blue button labeled "APPLY FOR THIS JOB". The "General Information" section lists: Location (105 W State St, Belding, MI 48809, United States), Base Pay (\$9.50 / Hour), Employee Type (Non-Exempt), Required Degree (High School), and Manage Others (No). The "Description" section states: "A Sales Associate has many job duties including but not limited to the following:" followed by a bulleted list of duties. The "Requirements" section lists: "Must be at least 18 years of age", "Have a high school diploma or GED", "Must be able to lift up to 50lbs", "Must be able to work in extreme cold and heat", "Must be able to stand for extended periods of time", "Have reliable transportation", and "Be able to work nights, holidays, and weekends when needed". Below the requirements is another blue button labeled "APPLY FOR THIS JOB".

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