

Instructions for Employment Application

Please complete the following steps to be considered for employment at Action or Safeway Packaging

1. Print the "Instructions for Employment Application" (page 1) for future reference.
2. Complete the "Application for Employment", answering all questions.
3. Read and, if applicable, complete the "Voluntary Information Regarding References and Background Investigation".
4. Read, and complete the "Applicant's Acknowledgement".
5. Click "Submit Application" to send the application electronically or you may print it and return to:

Human Resources
Action Packaging
6995 Southbelt Drive
Caledonia, MI 49316
Fax: 616-871-5210
Email: ddoyle@actionpackaging.com

Human Resources
Safeway Packaging
300 White Mountain Drive
New Bremen, OH 45869
Fax: 419-629-2350
Email: ddoyle@safewaypkg.com

6. Complete online assessments

Action & Safeway Packaging would like to invite you to visit our Assessment Center and register to complete your scheduled assessment(s). Assessments are a very important part of this process, so please complete these steps as soon as possible.

- a. Please click on the following link to enter our Assessment Center:
<https://www.profilesac.com/Main.aspx?p29ekgvrde>
- b. If clicking the above link doesn't work, copy and paste the link into your web browser address window, or re-type it there. Or, if you are prompted to enter an Entry Key, please enter **p29ekgvrde**.
- c. If this is your first time here, you will be asked to create a password for re-entry.
 - I. Please make sure you save your new password in a safe place.
 - II. You will need both the link above and your password to re-enter the site.

We know your time is very valuable and we appreciate your participation. If for any reason you have trouble accessing the site or your assessment, please contact me for assistance.

Your information will be reviewed and evaluated for completeness, job fit and company fit. You may then be contacted to schedule an interview.

If you have questions, please contact Human Resources at:

Action Packaging 616-871-5220
Safeway Packaging 419-629-3200 ext. 400