

Strength in its people. Strength in its industry.



## 1 APPLICATION

Before you can be considered for any position at LaForce, you must complete an online application. Our recruiters review every application, and will respond to you if they believe you meet the qualifications for the open position.

## 2 PHONE INTERVIEW

The phone interview is conducted by a recruiter and typically lasts 10-20 minutes. This conversation allows the recruiter to give you more information about the company, learn about your past work experience, and answer any questions that you may have.

## 3 HUMAN RESOURCES INTERVIEW

During this interview, you will meet with an HR Recruiter for 45-60 minutes. Be prepared to answer questions regarding your professional and educational background.

## 4 HIRING MANGER INTERVIEW

This interview will give you and the hiring manager a chance to meet and discuss the position in more detail. Additionally, the hiring manager can answer any specific questions that you have about the position.

## 5 GENERAL ASSESSMENTS

This is not required for every position, but can include things such as: high school or college transcripts, and an online assessment test.

## 6 PRE-EMPLOYMENT VERIFICATION

This includes a background and a professional reference check, as necessary.

## 7 THE OFFER

If you are offered the position, a recruiter will email you an offer letter and follow up with you to discuss the benefits LaForce offers.

## 8 POST-OFFER TESTING

A Pre-Employment Drug Screen must be taken within two business days of verbally accepting the offer. A Pre-Work Physical may be required, depending on the position.

## 9 ORIENTATION AND START DATE

A recruiter will discuss the start date with you during the job offer. This will be based on training needs, orientation dates and your availability. The New Hire Orientation will provide information about the company, benefits, policies and a tour of the facility.

From initial application through to job offer, the recruitment process allows us to get to know you to determine whether you're the right fit for us, and equally important, that we're the right fit for you! Due to the high volume of resumes we receive, it is not possible for us to speak with everyone who applies. Rest assured that all applications are reviewed, and you will be contacted by one of our Recruiters if you are being considered for a position. The recruitment process is subject to change if necessary.