

Level 2 Personal Reference Consent

I hereby give my personal reference permission to speak to a Michelin Representative about my past work or life experiences in regard to my ability to perform the core competencies and performance results as described in the Michelin Production Employee Job Description.

Applicant's Name (Print) _____ Applicant's Signature _____ Date _____

To be completed by personal reference:

As this candidate's personal reference, we are asking you in 120 words or less to validate the **Candidate's Qualification Statement** at the bottom of page 1. Please provide examples that support the candidate's response.

Personal Reference Name (Print) _____ Signature _____ Phone _____ Date _____

Situation Survey

Check what you believe is the single most correct response for each of the questions below. Provide only one response per question.

1. When traveling, how often do you follow all the rules of the road?	
a. All of the time	<input type="checkbox"/>
b. Rarely	<input type="checkbox"/>
c. Some of the time	<input type="checkbox"/>
d. Most of the time	<input type="checkbox"/>
2. How would you react to being given a new role in the company without being consulted whether you wanted it?	
a. Quit.	<input type="checkbox"/>
b. Try the job and see what I could learn from it.	<input type="checkbox"/>
c. Do the job without complaining.	<input type="checkbox"/>
d. Tell supervisor I'm thinking about quitting.	<input type="checkbox"/>
3. How would you deal with resolving a conflict between two peers or friends?	
a. Tell them if the conflict continues to escalate you will need to get a supervisor.	<input type="checkbox"/>
b. Instruct the two individuals to resolve their conflict.	<input type="checkbox"/>
c. Address the two individuals and ask to help them resolve it.	<input type="checkbox"/>
d. Ignore it and let them sort it out themselves.	<input type="checkbox"/>
4. Imagine you have 30 minutes left in your shift and you have reached your numbers for your day; what would you do for the last 30 minutes?	
a. Assist other employees in reaching their targets.	<input type="checkbox"/>
b. Start to clean post.	<input type="checkbox"/>
c. Keep producing.	<input type="checkbox"/>
d. Take a break and relax.	<input type="checkbox"/>

Verification Checklist

If you are successful in the application process, Michelin does a standard verification check of all candidates. The Verification checklist below provides you with an opportunity to evaluate whether you would pass the verification checks listed. If you do not believe you would successfully pass these, we strongly recommend you not complete the application process until you are confident you would be successful.

Verification Checklist	Yes	No
1. I understand and agree to complete a criminal record check if I am asked by Michelin. I also understand if I have any questions about this step I am free to discuss this step with a Michelin recruiter prior to completing an application.	<input type="checkbox"/>	<input type="checkbox"/>
2. I am confident all my education and training certifications can be verified.	<input type="checkbox"/>	<input type="checkbox"/>
3. Everything I have put in my application is truthful.	<input type="checkbox"/>	<input type="checkbox"/>
4. I support a work environment that does not tolerate discrimination and harassment.	<input type="checkbox"/>	<input type="checkbox"/>
5. I support Michelin's commitment to promoting a safe and healthy workplace for all employees.	<input type="checkbox"/>	<input type="checkbox"/>
6. I am at least 16 years of age.	<input type="checkbox"/>	<input type="checkbox"/>
7. I am legally entitled to work in Canada.	<input type="checkbox"/>	<input type="checkbox"/>
Previous History With Michelin	Yes	No
1. Have you previously applied for employment with Michelin? If Yes, when? _____	<input type="checkbox"/>	<input type="checkbox"/>
2. Have you previously been interviewed by Michelin? If Yes, when? _____	<input type="checkbox"/>	<input type="checkbox"/>
3. Have you previously been employed by Michelin? If Yes, in what location? _____	<input type="checkbox"/>	<input type="checkbox"/>
4. Have you previously worked for a contractor providing service to Michelin?	<input type="checkbox"/>	<input type="checkbox"/>

Michelin Production Employee Job Description

Main Responsibilities as a Production Employee in the Michelin Manufacturing Way (MMW)

- Learn and adhere to all safety rules and procedures.
- Execute in a timely manner the appropriate work instructions relative to the work post and plant.
- Complete all records, paper and electronic, for Safety, Machine, Quality, Delivery and Cost (SMQDC).
- Participate in all company initiatives related to his/her workshop.
- Communicate any concerns or problems to the team and supervision as appropriate.
- Initiate actions for the efficient operation of the post.
- Respect the Company values and support the mission and strategic directions.
- Achieve performance results for SMQDC.
- Be an active listener and participant in all MMW meetings and initiatives.

Mission

Within a team environment each Production Employee is expected to safely operate production equipment or processes on the fabrication, verification or handling of product or tires, while adhering to appropriate policies and procedures.

Prerequisites

Education Level or Equivalent Experience:

- Job related reading comprehension, writing and four-function arithmetic.

Core Competencies

- **Safety:** Consistently follows safety rules and helps identify safety improvement opportunities. Reports unsafe conditions.
- **Teamwork:** Builds and maintains positive, constructive relationships with peers and management.
- **Initiative:** Takes initiative and follows through to completion. Operates autonomously within the Organization structure.
- **Innovation:** Looks for improvement opportunities, provides constructive suggestions.
- **Adaptability:** Readily accepts proposed changes.

Performance Results:

- **Productivity:** Consistently meets and sometimes exceeds the productivity requirements of the post.
- **Quality:** Maintains levels at and sometimes above the target. Client return rate at or better than shop target. Reactivity and intervention times at expectation or better.
- **Attendance:** Regular attendance at or above acceptable levels.

MICHELIN Employment Equity Survey Information

Dear Applicant:

Michelin North America (Canada) Inc. is committed to ensuring that our employment systems are free of discrimination against women, visible minorities, aboriginal peoples and persons with disabilities. To do this, we need your cooperation in providing us with information through our Employment Equity Survey.

We are requesting that all applicants for employment with Michelin complete the Employment Equity Survey below. The Human Rights Commission of Nova Scotia approves of the collection of such information when it is for the purpose of an Employment Equity Plan. This will allow us to identify who is applying for work with Michelin, and help us to realize our Employment Equity objectives.

Completion of this form is VOLUNTARY. All of the information provided on this form will be kept strictly confidential by the Employment Equity Officer, and will be used for Employment Equity purposes only.

Identifying yourself on this survey as a member of one or more of the above-named groups will in no way decrease your employment opportunities with Michelin.

Should you decide to participate, please:

- 1) Complete the Employment Equity Survey below;
- 2) Seal it in the enclosed envelope and mail it.

IMPORTANT! Your completed survey should NOT be forwarded with your application form!

If you have any questions regarding this form, please contact the Director of Personnel Michelin Canada.

Thank you for your time and cooperation.

NOTE: If you are a person with a disability and require technical aids or alternative arrangements for interviews or exams, please advise the person who contacts you.

This column provides further information to help in completing Question 3 in the Survey, concerning Racial Ancestry or Origin:

Racial Ancestry or Origin — Examples

1. **Black**
2. **East Asian**
 - Chinese
 - Korean
 - Fijian
 - Polynesian
 - Japanese
 - Other Pacific Islanders
3. **South Asian**
 - Bangladeshi
 - Gujarati
 - Singhalese
 - Bengali
 - Pakistani
 - Sri Lankan
 - East Indian
 - Punjabi
 - Tamil
4. **South East Asian**
 - Filipino
 - Malay
 - Indo-Chinese
 - Burmese
 - Cambodian
 - Laotian
 - Thai
 - Vietnamese
 - Indonesian
5. **West Asian & Arab**
 - Arab (not included elsewhere)
 - Egyptian
 - Lebanese
 - Turk
 - Iranian
 - Syrian
6. **Other Racial Minority**
 - Aboriginal from Latin America
 - Mixed racial heritage, where you would still define yourself as a racial minority as per the information provided on the survey form.
7. **White**

Rules of Application

In selecting which category you belong to, racial origin or ancestry is the only factor to consider. For example:

- If you are a second generation Canadian, but your ancestry is Chinese, you would select East Asian.
- If you are of East Indian origin, but were born and brought up in Southern Africa, you would select South Asian.

MICHELIN Employment Equity Survey

Name _____
Last Name First Name Middle Name

Date ____/____/____
Day Month Year

Applying for: Full-time Position Summer Student Position

Please read each question carefully and check (✓) the response which best applies to you.

1. Gender

Please indicate whether you are: Male Female

2. Native/Aboriginal Peoples — North American Indian, Metis, Inuit

Do you consider yourself a North American Indian or Metis or Inuit?

Yes No

Please specify one of the following:

Inuit Metis Non-Status Indian Status Indian

If you answered yes to this question, do not answer question 3. Proceed to question 4.

3. Racial Ancestry or Origin (for examples see top of this page)

Please check (✓) the one box that best describes your racial ancestry or origin, not your citizenship or nationality.

Black East Asian South-East Asian

West Asian & Arab

Other Racial Minority * _____
(please specify)

White

*The term "racial minority" refers to: "Persons who, because of their race or colour, are a visible minority in Canada."

4. Persons with Disabilities

For the purposes of employment equity, you are considered disabled if you have a persistent physical, mental, psychiatric, learning or sensory impairment, and the impairment **substantially restricts your ability to do your job**, or would **substantially limit your ability to progress in your career**; or, whether you consider yourself to have a disability or not, an **employer** might perceive that you have an impairment, and might believe that it limits your ability to do your job or progress in your career.

WITH THE ABOVE DEFINITION IN MIND,

Carefully read the list of areas of possible impairments below.

Check off as many as apply to your situation.

- Difficulties in using your hand or body**, such as grasping or turning movements, reaching your arms above your shoulders, twisting or bending at the waist, etc.
- Difficulty in movement** such as walking, climbing stairs, etc.
- Difficulties in working caused by such non-visible conditions** as allergies, hemophilia, diabetes, epilepsy, emphysema, a heart condition, etc.
- A hearing impairment** causing difficulties in working, such as using the telephone, attending meetings, following conversations, etc.
- A Vision impairment** causing difficulties in working, such as in driving on the job, reading written documents, the ability to discriminate between colours, etc. (If the impairment is substantially corrected by glasses or contact lenses, do not check this box.)
- Difficulties in working caused by a speech impediment or deficit**, such as stuttering, stammering, or an inability to produce vocal sounds.
- Difficulties in working caused by a learning disability**, such as dyslexia; or by a mental condition, such as a head injury.
- Difficulties in working caused by a current or previous psychiatric condition**, such as schizophrenia, anxiety, depression or phobias.
- Difficulties in working caused by any other impairment**, whether real or simply perceived; for example, someone with severe facial scarring or a birth defect.

I do not have any such impairment of my ability to work, nor would an employer think that I might have such an impairment.

If you require guidance in deciding which of the above categories applies to you, consult the guide found on the top of this page.