



Ready to make a difference?

## Your Path to Joining PMA Companies

Step 1

### Search Open Positions

Visit our Careers Page and select the job(s) of your choice. Explore what it's like to work for PMA as well as discover different departments and opportunities throughout the organization.

Step 2

### Complete Your Profile and Apply

Once you find the job you feel would be the most suitable for you – create your profile, upload your resume, and apply. You will receive a confirmation email when your application has been received. You can also join our Talent Network which will help enhance your job search and the application process by receiving alerts with new job opportunities that match your interest.

Step 3

### Recruiter Phone Screen

After your application is received, a recruiter will review your information against the qualifications for the position. The best-qualified candidates will be contacted for a phone screen conducted by a recruiter.

Step 4

### Completion of Employment Application

After the phone screen, any selected candidates moving forward in the hiring process will be contacted for an interview with the hiring manager. Candidates will receive a confirmation email that will contain a link to complete the second part of the application for employment and reference verification information.

Step 5

### Interview(s) with Hiring Manager

Selected candidates moving forward will participate in an in-person interview with the hiring manager. Depending on the position, a candidate may be asked back for several interviews with additional members of the hiring team.

Step 6

### Selection and Employment Offer

PMA's hiring team will evaluate interview results and select the top candidate. PMA will inform the selected candidate that they will be conducting references and employment verification. An employment offer will be verbally extended, followed by a formal offer letter sent via mail.

Step 7

### Post Offer Screening Requirements

After an offer of employment is extended and accepted, you as a new member of the PMA team will be required to complete official I-9, EEO and criminal background check information.

Step 8

### Congratulations!

Welcome to PMA, you got the job!

***Our people are our greatest asset.***  
View **PMA's Career Page** for additional information  
on becoming part of the PMA Team!

