

Detroit Area Locations

Hourly Referral Window

Attention all HBU & SBU Seniority employees in all Metro Detroit Area locations. Starting **Tuesday, March 2, 2021**, a Metro Detroit Area referral window will open. This window is specific for Detroit Michigan area locations only.

This referral window will utilize our HUB/Kiosk application to enter submissions. Instructions will be posted at kiosks around the facility.

This referral window will be open from **March 2, 2021 through March 8, 2021**. Each full-time HBU & SBU seniority employee will be allowed to submit one (1) referral during this time.

Accuracy is critical to referrals receiving notification timely. **Specifically, utilizing the candidates current email address that has not been used for a prior application.**

Employees should be prepared to provide the following information regarding their referral:

- Name (first and last)
- Current E-mail (unique email address, not used for any prior applicant)
- Primary Phone #
- Address (street, city, state, zip)

Based upon the Metro Detroit Area needs, referrals will be selected at random for potential future hiring. Please note these are hourly non-skilled bargaining unit supplemental positions. The selected referred individuals should start monitoring his/her email address beginning approximately March 15, 2021 for an invitation email to apply.