



Apply. Get Hired. Get Paid. Stay Connected. All-In-One App.



Browse Open Jobs



Apply to Jobs



Access Assignment Details



One-tap directions to your worksite

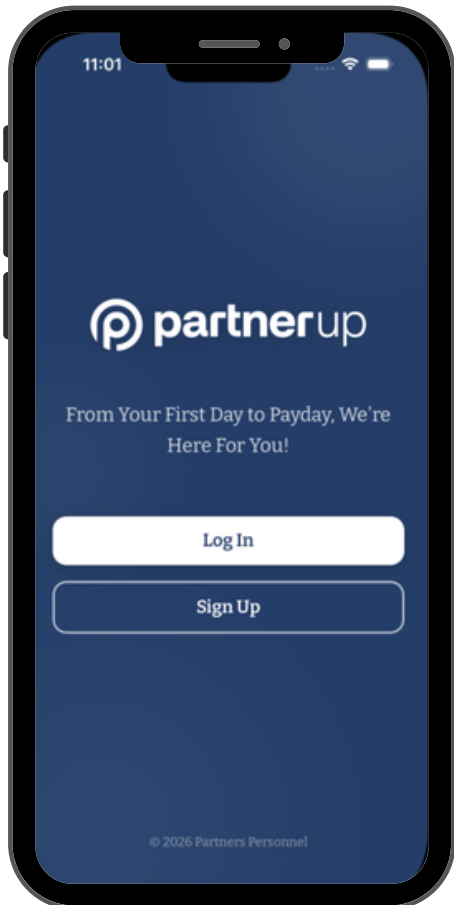


Access Your Pay History and W-2's

Your Step-by-Step Guide to Downloading the App, Creating Your Profile, and Getting Started.

Whether you're applying for your next opportunity or actively working on an assignment with us, our **PartnerUp mobile app** gives you direct access to jobs, pay information, worksite details, and support, **all-in-one app!**

Step 1: Scan QR Code to Download the App



Step 2: Select Desired Language

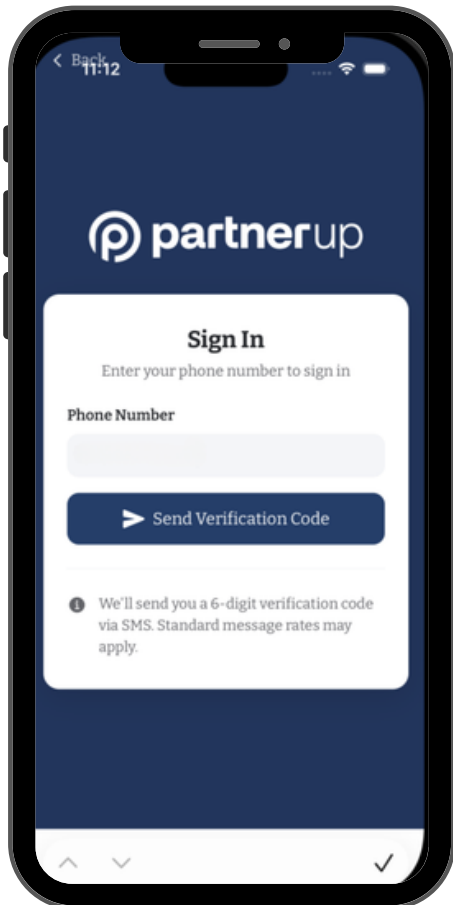


After you click “Sign Up,” you’ll be asked to **choose your preferred language** for the app.

Once you download the app, click “**Sign Up**” to register.

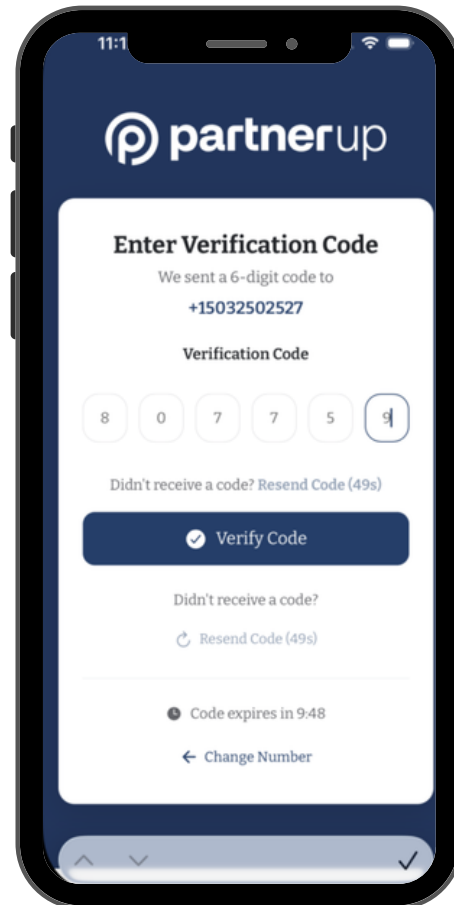
Note: Old PartnerUp profiles will not work.

Step 3: Enter Your Mobile Number



Enter your mobile phone number, then click **“Send Verification Code.”**

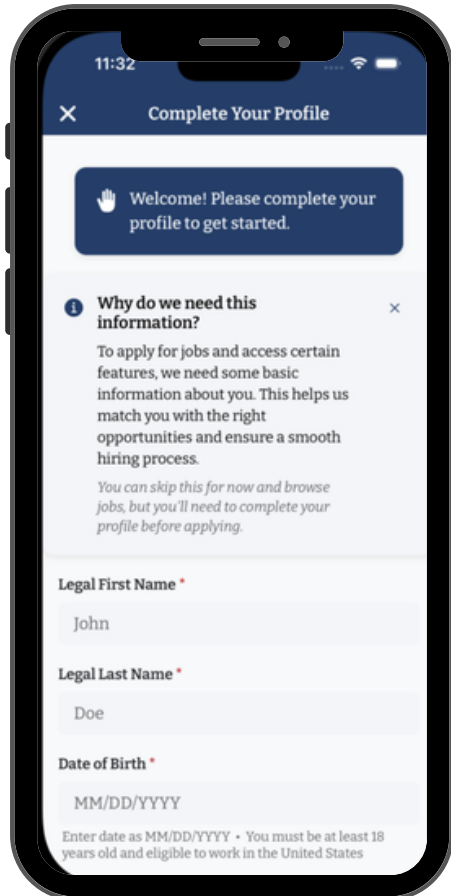
Step 4: Verify Your Phone Number



You'll receive an **SMS verification code**. Enter the code in the app and **click “Verify Code.”**

If you did not receive a code, use the “Resend Code” option.

Step 5: Complete Your Profile



11:32

Complete Your Profile

Welcome! Please complete your profile to get started.

Why do we need this information?

To apply for jobs and access certain features, we need some basic information about you. This helps us match you with the right opportunities and ensure a smooth hiring process.

You can skip this for now and browse jobs, but you'll need to complete your profile before applying.

Legal First Name *

John

Legal Last Name *

Doe

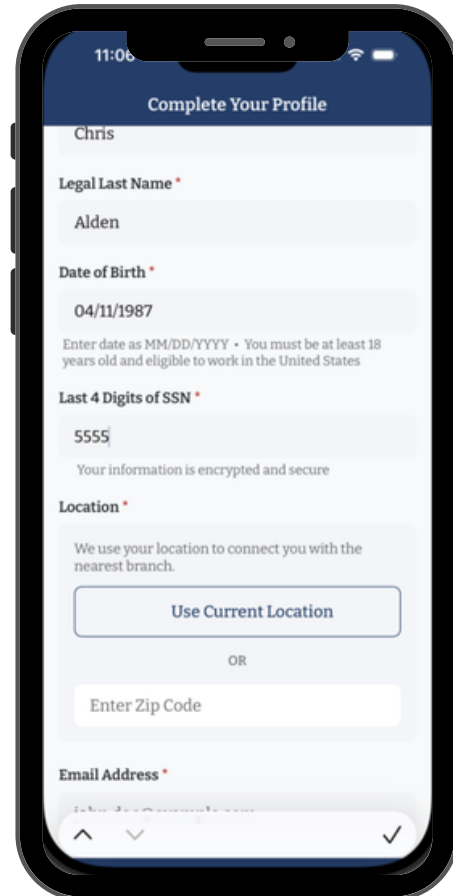
Date of Birth *

MM/DD/YYYY

Enter date as MM/DD/YYYY • You must be at least 18 years old and eligible to work in the United States

Profile (top half). You'll be directed to complete a profile. **Enter your legal first name, legal last name, and date of birth.**

Continue Profile Set Up



11:06

Complete Your Profile

Chris

Legal Last Name *

Alden

Date of Birth *

04/11/1987

Enter date as MM/DD/YYYY • You must be at least 18 years old and eligible to work in the United States

Last 4 Digits of SSN *

5555

Your information is encrypted and secure

Location *

We use your location to connect you with the nearest branch.

Use Current Location

OR

Enter Zip Code

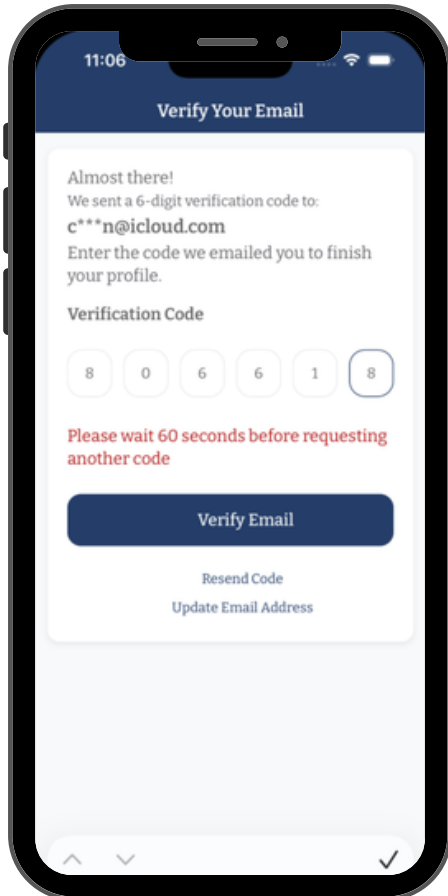
Email Address *

Enter your email address

^ v ✓

Profile (bottom half). Continue completing your profile by **entering the last 4 digits of your SSN, your location, and your email address.**

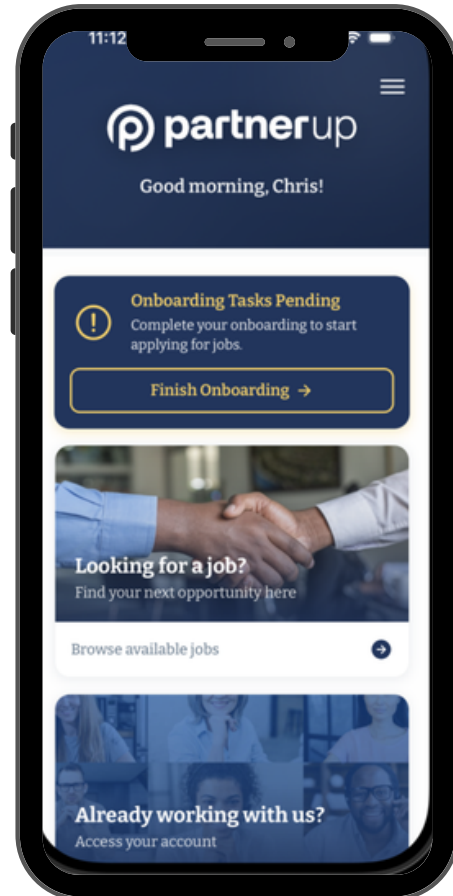
Step 6: Verify Your Email



After you submit your profile, you'll receive a verification code to the email you provided. **Enter the verification code in the app.**

Click "Resend Code" if you didn't receive one, or click "Update Email Address" to use a different email.

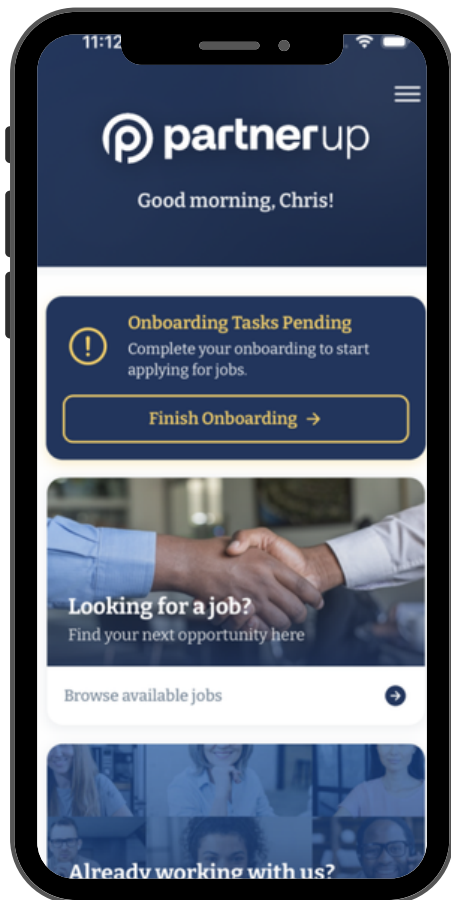
Step 7: Welcome to the PartnerUp Home Screen



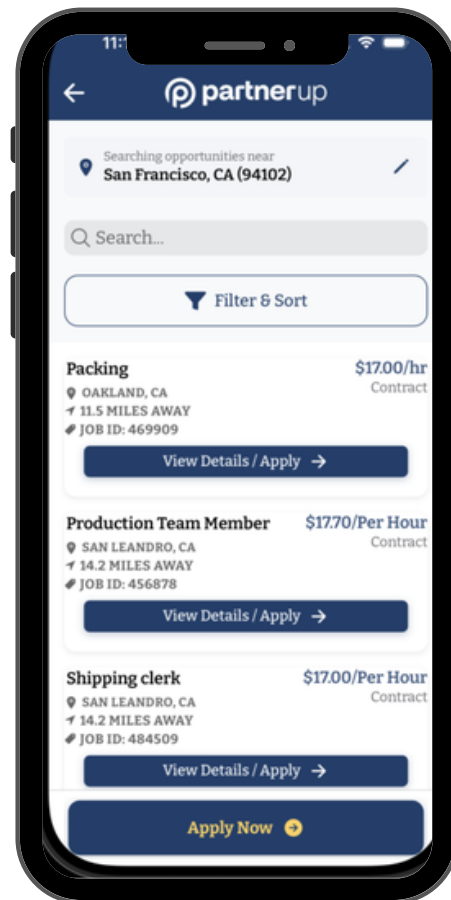
This is the main page you'll see each time you log in.

If you have outstanding onboarding tasks, they will appear here under "**Onboarding Tasks Pending.**"

Discover Your Next Opportunity in Minutes!



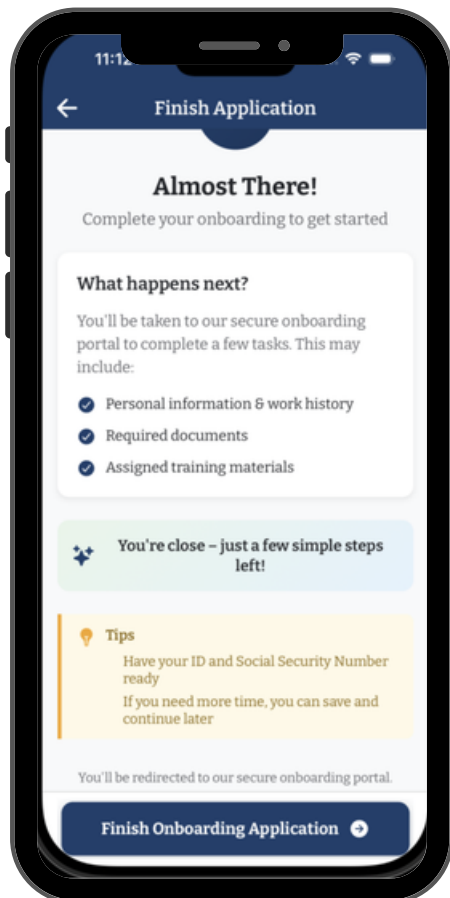
Explore the Details and Apply with Confidence



To start browsing open jobs, click **“Looking for a job?”**

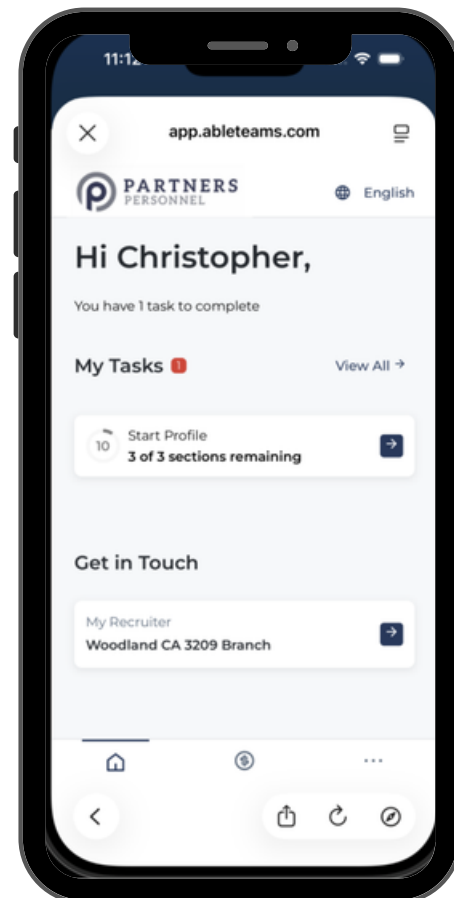
Browse available jobs with ease, filter by what fits you, review the details, and tap **“Apply Now”** to get started!

Complete and Submit Your Application



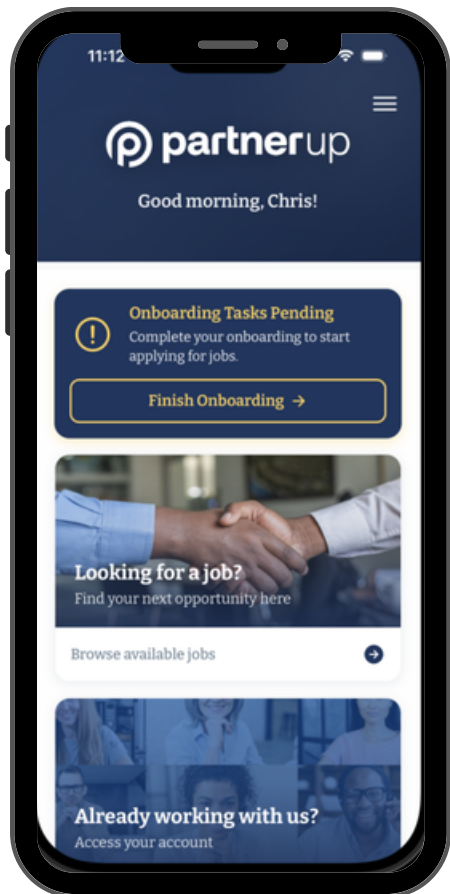
You're almost done! You'll be redirected to a secure onboarding page. Click **“Finish Onboarding Application”** to submit your application.

Track and Complete Your Onboarding Tasks



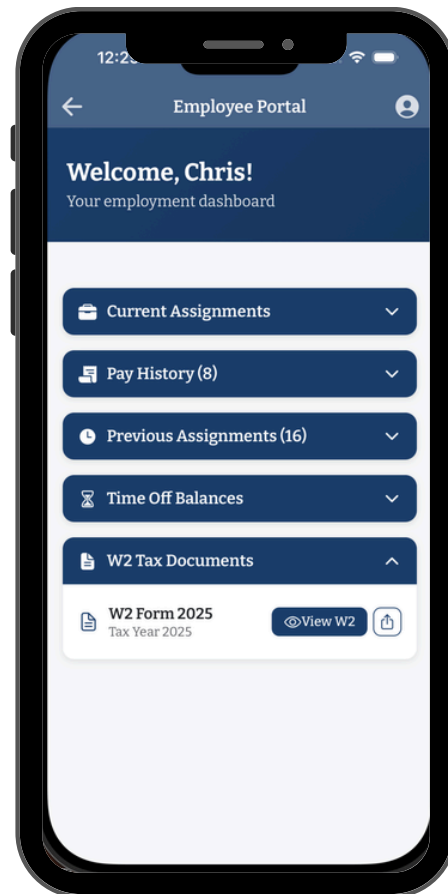
When onboarding tasks become available, you'll see them in the app. They will open in a secure window inside PartnerUp so you can quickly complete any remaining steps.

Already A Partners Personnel Associate?



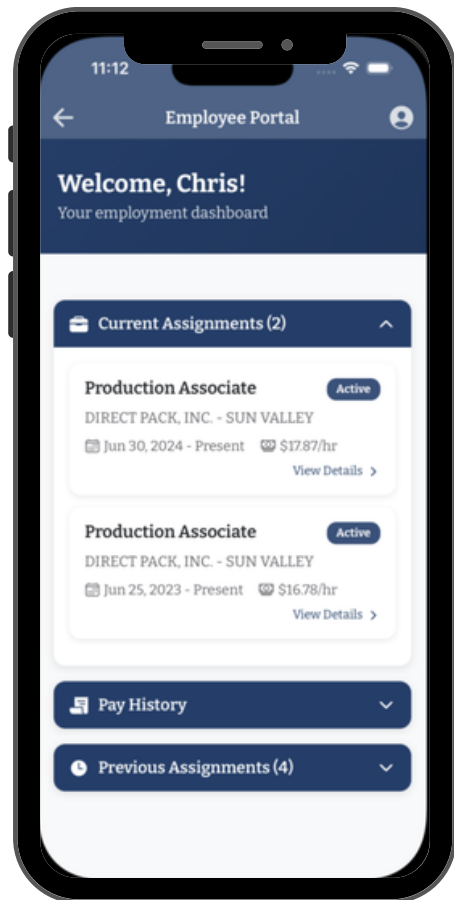
Click **“Already Working With Us?”** to access your Associate dashboard.

Welcome to Your Employment Dashboard!



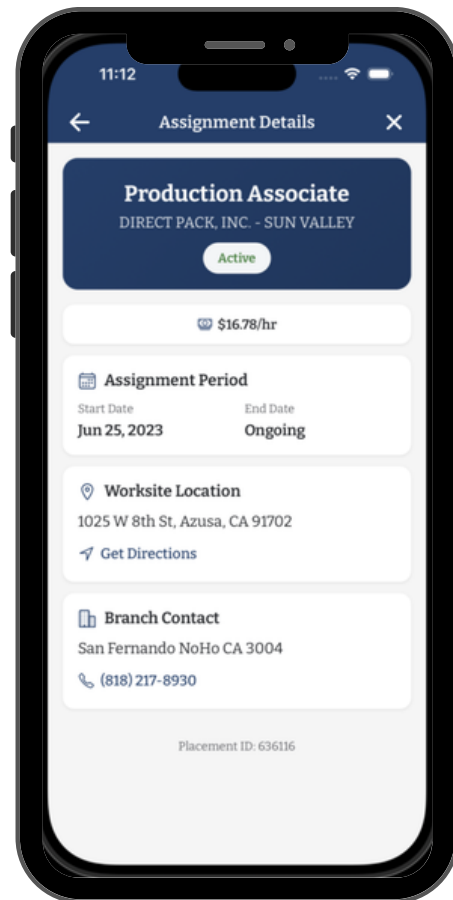
Stay in control of your journey with **instant access** to your job assignment, pay history, and previous assignments.

View Your Assignment With Confidence



Select “**Current Assignments**” to see your active position(s) and access full assignment details.

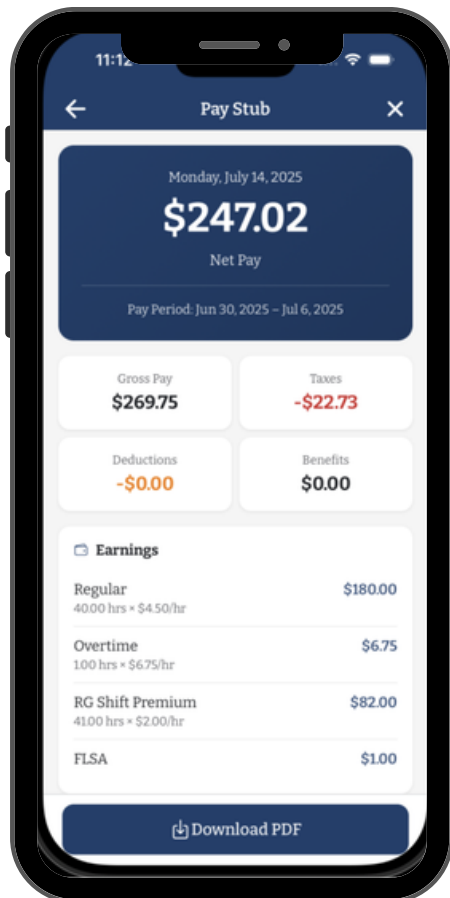
View Your Assignment Details at Your Fingertips!



View important details, including:

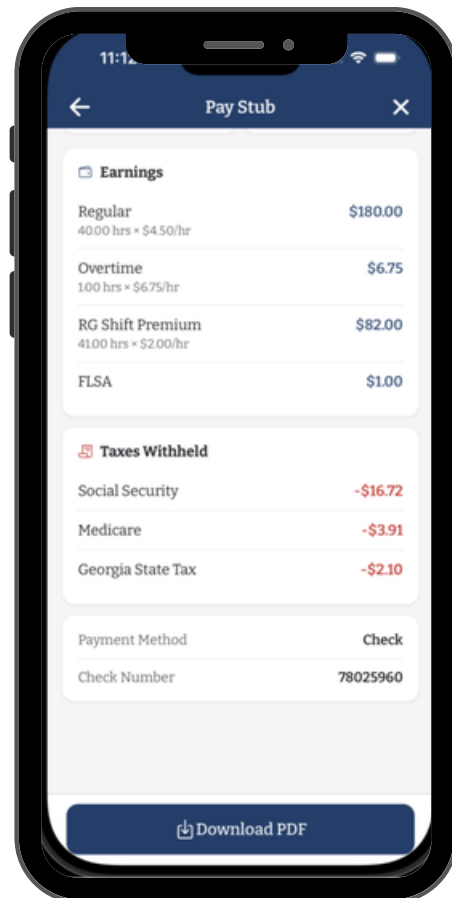
- Assignment period
- Worksite location with one-tap “**Get Directions**”
- Branch contact information
- Pay rate

Access Your Pay History in Seconds



Quickly access a clear summary of your pay, including earnings, taxes, and deductions. Tap **“Download PDF”** anytime to save your pay stub with ease.

Full Pay Transparency at Your Fingertips

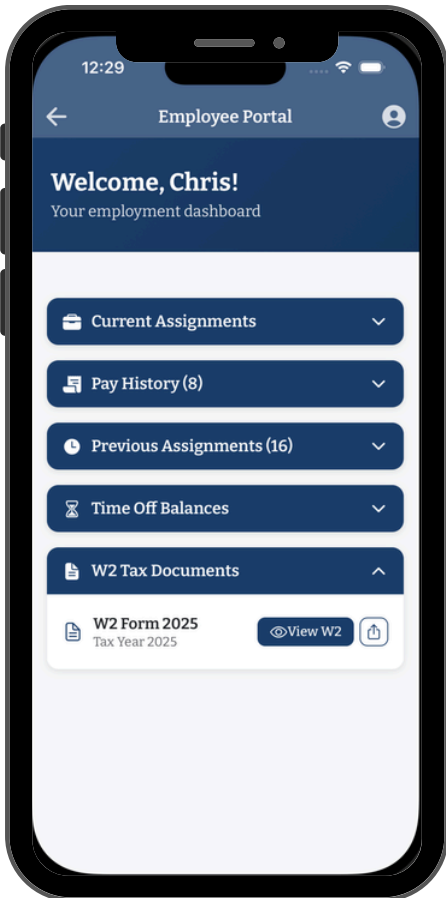



From earnings to taxes to payment info, **see everything that makes up your paycheck in seconds!**

Access Your W-2 Forms!



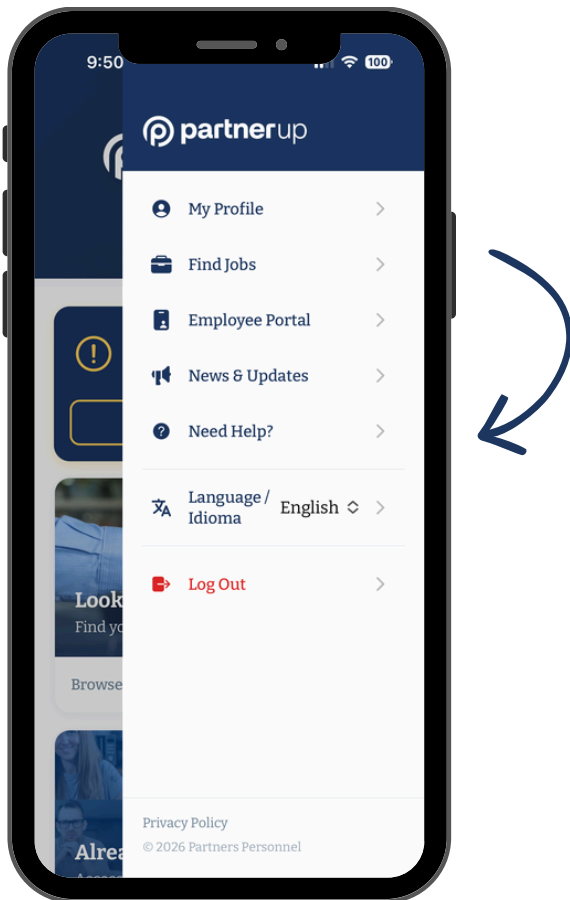
Download Your W2!



Click, "View W2", to access your W-2 or click the,  icon to instantly download it!

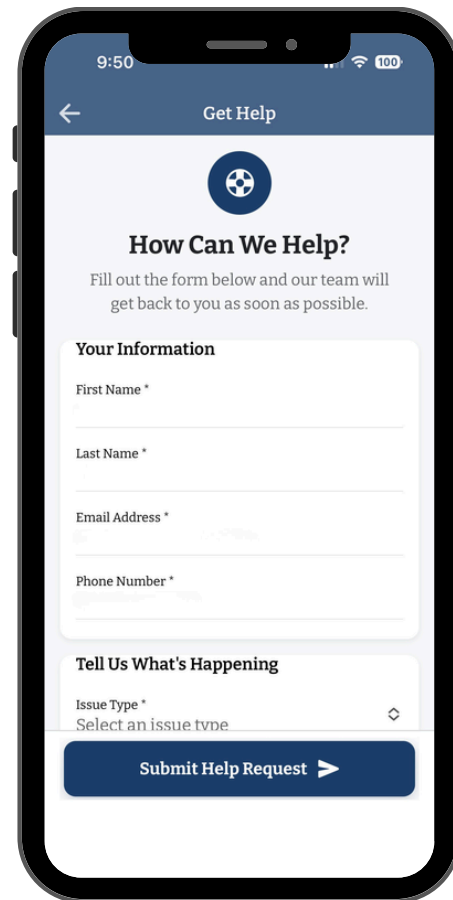
Click, "Share W2", to send it via email or more. No more waiting! Instantly access your W2 with ease!

Step 1: Click the “Need Help?” Option



Open the side bar main menu and click the “**Need Help?**” option to request assistance.

Step 2: Complete the Need Help Form



Complete our form. Under **Tell Us What's Happening**, select your **Issue Type** and click “**Submit Help Request.**” Updates will be sent directly to you from our team.