

Log in to your My Manpower Account at <u>www.manpower.com</u>

- You would have received 2 emails from Manpower <u>manpower@manpowerjobs.com</u>
  - 1. Subject Line: Welcome to Manpower!
  - 2. Subject Line: Manpower Account Password

**IMPORTANT!** If you can't remember your username (typically it's the email address you used to sign up) or password, go to the **Log In** screen and click on the appropriate link to reset.

• Still need help? Do not create another account. Contact the Associate Care Center at 800.561.6934 or associate.care@manpower.com for assistance.

## SECURE SELF SERVICE

This tab will appear at your first placement through Manpower and is where you go to complete tax forms and view or change your payment options. Please note that some of the tabs are not applicable to Manpower Maine.

About Me	Search Tracker	Career Resources	Secure Self Service	Associate Center		
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CFORMS in changes affecting taxes to ensure and accurate tax reporting	<ul> <li>Complete applicable federal and state Tax Form(S) If you don't complete, your tax withholdings will default</li> <li>Create a 4-digit PIN. This serves as your ele</li> <li>Re-enter the 4-digit PIN and click <i>Submit</i>.</li> <li>Select Submit New Form.</li> <li>Complete all mandatory fields (indicated with</li> <li>Click Get Form. <i>This will redirect you to Syn complete</i>.</li> <li>Click Get Started and complete all required</li> </ul>	). t to "single" and "0". ectronic signature. n an asterisk). <i>nmetry's W4 Payroll Forms to</i> forms.
Y Payment Options see your preferred payment method for and projectived.	<ul> <li>Complete or Update your preferred Pay Method.</li> <li>If you are a New Hire, you will set-up your preferred pare a current Manpower Associate, payment options of preferred method is selected, your pay method will defined contact you to update.</li> <li>Click on Change Payment Option.</li> <li>Complete the Pay Options Request Form.</li> <li>Click Submit once all your information is entired.</li> </ul>	ay method during onboarding. If you an be updated under this tile. If no fault to paper check and we will pered correctly.
Payment Options Request		
Please complete all the required fields as in request.	dicated by the astensk*, and click the "submit" button to setup your payroll payments for direct deposit to the bank of your choice. The information you provide will b	e sent to your bank for ventication. If there is a problem with the information, your reques
PAYMENT OPTIONS:		
Your information will be processed and sub	mitted to your bank once placed on assignment. The process may take up to 7 days. You will be paid by paper check until automatic pay set-up is complete.	
Paycard(preferred) Wisely by ADP, our paycard vendor, will ma	il your card to the address we have on file on Manpower's behalf. You should receive the card in approximately 10 days. If paid prior to receiving your card, you may re	equest a Wisely check from your Manpower Representative to access your funds.
Paper Check Your paycheck will be mailed to the address	s we have on file. Note: The day/time it is received is dependent on the mail delivery system, not Manpower.	
Contact Information First Name Last Name Country	Update Your Contact Information	
Account Setup	Update Account Information	Secondary Account Information

E-mail Address

**Click Submit to Save** 

Account Setup Click Here to Authorize Pay Deposit

Circle Here to Receive Emailed Paystubs

Communication