



CASS
Capital Area Staffing Solutions

BASS
Bangor Area Staffing Solutions

MAY 2016

Permanent Hires



CONGRATULATIONS

to the following Field Employees who have been hired permanently at our Client Companies!

Susan Newman
Debbie Seelow
Kelly Thompson
Zachary Wengert

Thank you all for representing us so well!

Hot Jobs!!!

Ask us about the following jobs we have available!!!

Augusta Area:

Customer Service Representative
Reception/Switchboard
Financial Planning Asst.
Production Operator

IMPORTANT NOTICES!!!

Please remember to submit your time card to us no later than Friday afternoon, unless you are working a weekend shift. In that case, please fax / E-mail no later than 8am Monday morning.

Our offices will be **closed** May 30th for Memorial Day



Reception/Office Asst - Financial Accountant
Staff Accountant
Administrative Assistant
Part-time Assistant (Legal)
Production Line Tech - 12 hr. Shifts!

Bangor Area:

Fabricator - Full-time
Web Designer/Developer
Forklift Operator
Computer Tech
Full-time Cook Position
Full-time Cleaning Position
Associate Attorney
Immediate Need! - Cleaners
Bookkeeper - Legal Billing Clerk
Medical Receptionist - Scheduler
Great Part-time Positions!
Front Desk - Billing Position - 3 Day Weekend!
Production Tech - Willing to train!
Full-time Days - Warehouse Opportunity

Please remember to visit
CapitalAreaStaffing.com or
BangorAreaStaffing.com each
week for all of our
Hot Jobs.



FUN FACTS FOR MAY



Job Application Mistakes to Avoid

CAREER ADVISOR

By Loring Careers

Hiring authorities do not tolerate errors on application forms whether filled out online or in person. If proper spelling and grammar are not your areas of strength, copy the information in your resume. Many hiring authorities will screen someone out, when they notice errors on their application form and conduct a courtesy interview. It is too difficult to land interviews to make this fatal error.

The application form you are given prior to an interview is the hiring authority's first impression of your accuracy and written communication skills. They understand that often your resume and cover letter has been written by an expert. Many HR Professionals as well as Department Heads don't conduct the interview, once they have identified errors or inconsistencies on the application form.

It is also important to note that the "desired" salary you list is the highest you will ever be offered. You may decide half way through the interview process that you want more money, but the employer will always reference what you wrote on your application. You don't want the number to screen you out, but you also don't want to leave money on the table. If you are aware of the salary level being paid, try to quote a salary that is lower than the maximum they will offer. Most employers want to be able to offer advancement to individuals hired which is why they don't want to quote the top of their salary range.

Follow these tips and you won't be screened out for an error on your application form!

Social Media & Your Job Search

Check out these statistics!

MAY IS:

Skin Cancer Awareness Month
Physical Fitness Month
National Bike Month

Birth Flower - Crataegus monogyna & Lily of the Valley
Birthstone - Emerald

May 5 - Cinco De Mayo
May 8 - Mother's Day
May 30 - Memorial Day

"The way to get started is to quit talking and begin doing."

-Walt Disney



Easy Flag Fruit Dessert

Ingredients:

5-6 cups of red fresh fruit. (I used cherries, strawberries and raspberries)

2 cups of blueberries

3 cups of yogurt or white chocolate covered pretzels

Directions:

going social



77%

use social to source



72%

look at social profiles before speaking to candidates

94%

linkedin

47%

facebook

44%

twitter

most used social channels

76%



placed a candidate they found on LinkedIn

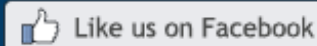
53%

wouldn't contact them if their social channels were unprofessional

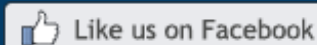


Please take a moment and like us on Facebook!

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Wash fresh fruit and dry. Lay out fruit and pretzels to represent the flag stripes, and place a small bowl of blueberries on the top left.