



Valentines Day

14th February 2007

PAYROLL NEWS

Timesheets

To ensure you are paid on time please fax your timesheet through by **2pm** each **Friday**. Please ensure you have:

- Your name on the top
- The correct week ending date
- Client name
- Your signature
- Client signature

If any of these points are missing on your timesheet, **you may not receive your pay on time, and payment will be delayed by a week.**

An SMS message will be sent out at 3pm on Fridays if we **have not** received your timesheet.

Want to Go to the Movies?



Help us help you go to the movies. When you refer someone to us, and they work for Quay for more than 2 weeks, we will give you a double movie pass. What are you waiting for???



Walking Temps

Issue 85 January 2007

Temporary of the Month Award

Congratulations to Rebecca Swain and Anabel Ching

Rebecca Swain—City Winner

The following has been said by Rebecca's Supervisor: "I have been very impressed with Rebecca's work and help throughout the section and would like to recommend her for temp of the month if possible. She comes into work in the morning sits down and starts to work. She doesn't check her emails or surf the net she just starts working. She is always very cheerful and friendly and will always ask if there is anything she can do for us. She has completed all work in the role I hired her for, which was a very large volume of repetitive work that hasn't been cleared for the last 3 years. I would have no hesitation in recommending Rebecca for any future positions". Well Done Rebecca!

Anabel Ching—Parramatta Winner

Anabel has been working through Quay Appointments since May 2006 and has been employed in her current role for the last 7 months. Within her role my client has stated that she is an "excellent temp in all aspects" and also that she possesses "positive working attitude and always tries to be helpful". Anabel has constantly improved and grown in her role and has always been an absolute pleasure to deal with. Anabel, thank you for your hard work and dedication and it is our great pleasure to award you with this award. Well done!!

Highly Commended Awards

Yann Cartier—City Office

The following was said of Yann by his Supervisor: "Yann has been valuable addition to our purchasing team, helping Corporate Express through our first back to school season since entering the education market. He takes on the many and varied tasks with great enthusiasm and attention to detail - a combination that we value and have rarely found in a single person! Yann is always pleasant to deal with, and has fitted in with the team from day one." Congratulations Yann and keep up the good work!

Rob Martin—City Office

Robert Martin took the challenge to move from working as a motor mechanic to working in an office environment and has excelled in this role. He is proactive, positive and has an extremely friendly and customer service focused approach with a consistent high standard of work ethic. Robert is a pleasing and well spoken young man with a bright future and is a breath of fresh air in our customer service team. Thank you Robert.

Anthony Cahill—Parramatta Office

Anthony has been working with Quay since October. Anthony commenced an assignment with N.S.W BusinessLink and has received consistent excellent feedback from two supervisors. Starting as an entry level clerk, in the space of a few months Anthony has worked his way up to a more complex and specialised role thanks to his initiative, his eager attitude and his outstanding performance. Thankyou Anthony for your hard work.

No-Fuss Fried Rice

Serves 4

Ingredients

- 1 tsp Sambal Oelek Chilli Paste
- 1 crushed clove garlic
- 2 lightly beaten eggs
- 1/4 cup sweet soy sauce
- 1 x 500g pack frozen stir fry vegetable mix
- 2 tbsp peanut oil
- 2 cups jasmine rice



Instructions

1. Cook the jasmine rice by the Absorption method, according to the packet instructions
2. Heat 1 tablespoon of oil in a wok and pour in the beaten egg mixture. Tilt the wok to form a thin omelette. When cooked, turn out and roll up before cutting into thin strips. Set aside.
3. Heat the wok and add the remaining oil. Add the garlic and chilli paste and stir fry for 1 minute. Add the frozen stir fry vegetable mix and stir fry for 5 minutes. Stir in the cooked rice, sweet soy sauce and half of the omelette strips and cook for a further 2-3 minutes. Serve, garnished with remaining omelette strips.

Hints

- Add chicken strips or prawns for extra flavour
- Garnish with finely sliced spring onions, coriander leaves, chopped peanuts.

January Birthdays '07



Nessy Alegrid, Stella Hayes, Mathew Rosen, Jennifer Edwards, Natasha Bush, Diane Riley, Eric Banh, Sarah Shelton, Malav Banker, Belinda Thomas, Linda Ebrahim, Erene Keriakos, Rubai Huda, Carolyn Eade, David Mackay, Liam Loftus, Sarah Waks, Dhruv Vala, Lisa MacAskill, Emma Burke, Louis Lau, Annie Tran, Jimmy Lin, George Messa, Sidney Maynard, Wilmonson Claye, Sarah Timbrell, Veronica Mandich, Susan Pierce, Aimee Diamond, Thomas Hollis, Tanya Anson, Ziaul Haque, Jemima Johnson, Daniel Quilty, Anisha Thapa, Kristopher Andersen, James Gilronan.

CONGRATULATIONS!



A special mention to the following candidates who have been working for Quay Appointments for the last year conducting telephone interviews for the Department of Health. They won the following awards based on their outstanding performance:

"Best and Fairest Award" for outstanding service - *Emma Knutson*

"Thanks for Coming Award" for faultless reliability - *Camilla Brennan, Chris Villavicencio, Annie Ng, Margaret Donahue*

"Rookie of the Year Award" for most raw, natural talent - *Justin Penafiel*

"Respondent's Choice Award" for best validation comments - *Barbara Sanders*

"Gold Watch Award" for the departing stalwart - *Mariella Silveira*

"Gold Plated Watch Award" for a stalwart who may or may not be departing - *Rod Knutson*

"The Take One for the Team Award" for teamwork - *Ballant Eyeson-Annan*

Congratulations and thanks to all of you.

Getting to Know the Quay Team **Florence Subianto—Accounts**

Florence has been working with Quay Appointments since May 2004, and works within the Accounts Division.

Favourite colours: Pink and blue

Favourite Place in Sydney: Darling Harbour

Dream Holiday destination: Europe

Favourite Food: any type of noodle

Siblings: 2

Star Sign: Scorpio

