



Payroll News

Did you know that you can now process all your payroll enquiries online?

Check out the new look of our website and under the TEMP STAFF menu, you will find the [Pay/Wage Information](#) page. From here click on the email address supplied - your payroll enquiry is then sent directly to our Accounts division and will be promptly responded to.

If you have yet to inform us of your tax file number, please do so straight away. For more information on tax procedures please visit <http://www.ato.gov.au> or call your consultant.

There have been some instances where timesheets haven't come through for mid week starters. Please ensure that if you complete odd day assignments, you remember to fax your timesheet through the same day in order to assist payroll in completing your hours worked for a particular week.

To avoid confusion and ensure prompt processing, your timesheet must include your name at the top, the correct working hours and a signature to verify this by your boss and yourself. More helpful information can be found in your temp booklet.



TALKING TEMPS

Issue 38

August 2002

Temporary of the Month, August 2002 : KYLIE SMITH and ANNETTE FORD

City Temp Kylie Smith - Kylie has been a temporary employee with Quay Appointments since March this year. In that space of time she has proved herself to be an invaluable employee who is frequently being requested into new departments due to the high quality of her work and her hardworking and outgoing attitude.

Parramatta Temp Annette Ford - Annette is loyal, committed and reliable. She constantly receives outstanding feedback from our clients and goes out of her way to help us out. Annette shows great initiative and has a positive attitude. These qualities make her a great Quay temp.

Both candidates will receive a \$50 David Jones Gift Token for being shining examples of fantastic Quay Temps!

Highly Commended Winners

City:

Tom Herbert Doyle - For his great personality, flexibility and for his adaptable nature which is why is he always being requested by the same client!

Siv Marsteinstradet - Our client has highlighted her attention to detail, ability to pick things up quickly and her positive team attitude.

Lauren Davis - She has developed her role from an admin role to being a key member of the team thru her enthusiasm and always going the extra mile.

Parramatta:

Effie Chryssovelonis - For her hard work, friendly disposition and for always keeping us up to date with her assignment.

Diana Curuenavuli - Always reliable, Diana has been working in her assignment for six months now and is always a pleasure to deal with.

Seema Radhakrishnan - Seema has been representing Quay for many years and in all roles has displayed commitment and loyalty to both ourselves and our clients.

All candidates will receive a double movie pass for their efforts.

5 minutes with Vanessa Fong (Government Account Coordinator, Parramatta branch)

Vanessa has been working with Quay for 9 months and has been working within recruitment for the exact same time! She believes a great Quay temp is one who is honest, reliable and has a positive attitude.

Favourite Magazine: Cosmopolitan

Favourite Snack: Bailey's ice cream

Favourite Music Group/Singer: Ashanti

TV character you most relate to: Felicity

Best kept secret place in Sydney: The walk from the Spit to Manly

Your Motto: Never give up

What do you love most about your job: Getting great feedback from clients about the temps I have sent out to them

Sum yourself up in 3 words: Easygoing, positive, happy



City - Level 7, 200 George Street, Sydney P 9251 7339 F 9251 7332 E quay@quayappointments.com.au

Parramatta - Level 3, 96 Phillip Street, Parramatta P 9891 9121 F 9806 0555 E parramatta@quayappointments.com.au



AUGUST BIRTHDAYS

Gabrielle Procter, Yogita Singh, Nicola Brown, Tracy Rolfe, Michelle Halloran, Gloria Muller, Helen Nichols, Emma Scarff, Bilyana Sibinovski, Amber

Carson, Sascha Chahwan-Harris, Adrian Kerr, Susan Muddle, Samuel Olle, Helen Perivolarellis, Melissa Peskett, Nicole Egan, Lilla Karunanande, Reny Koliyakottu, Michelle McKail, Vinesh Pathman, Mary Vella and Quay Appointments!

Recipe Spot for August

Mediterranean Lamb Kebabs & Couscous

Serves 4-5

Preparation Time: 20 minutes (+ 15 minutes marinating)

Cooking Time: 15 minutes

Ingredients:

500g Diced Lamb
1/4 cup olive oil
1 tsp garlic (minced (fresh or jar))
2 zucchini's
1 red capsicum
1tbsp fresh or dried rosemary
Black pepper to season

Couscous

1 1/2 cups boiling water
1 1/2 cups Couscous
1/4-1/2 cups black olives
2 tbsp fresh or dried basil, parsley or rosemary
1-2 tbsp olive oil
Salt and pepper to season

Method :

1. In a bowl toss the diced lamb, balsamic vinegar, oil, rosemary, garlic and a good seasoning of black pepper. Cover and marinate for 10-15 minutes.
2. Cut the zucchini into 2cm thick slices and thread onto skewers alternately with the marinated lamb, and capsicum. Place on a foil-lined tray and brush the meat and vegetables with the remaining marinade.
3. Fan grill at 180°C for 8-10 minutes turning occasionally to ensure even browning. While the lamb is cooking, prepare the couscous.
4. Pour the boiling water over the couscous and stand for 5 minutes. Fluff the couscous with a fork and add the olives, herbs, olive oil and a good seasoning of salt and pepper. Serve the lamb kebabs on the couscous soon after cooking.

Source: www.foodinaminute.com.au

Quote for August

Our lives are not in the lap of the gods, but in the lap of our cooks.

- Lin Yutang



Temp News Headlines

Congratulations to Jean Carvalho and Mario Madera who have gone permanent in their initial temporary roles

All the best to Seema Radhakrishnan who leaves us at the end of the month to have a baby

Good Luck to John Curran who has left our Aussie Shores for New Zealand

Congratulations to Christine Timmins who has just given birth to a baby boy, Nathan

All the best to Michael Roffey who is leaving to work and travel in the Northern Territory at the end of the month

Congratulations to Drem Sharma, Arry Kusnadi and Mary Fomsy who have all been taken on temp to perm in their assignments

Happy travelling to Nathan Walton, Elizabeth Zeally, Katherine Radford, John Futcher, Katie Habisreutinger and Melissa Deskett



(left) Party favours galore - The group at Quay City branch celebrating our 8th birthday with many sweets and treats



(left) It looks like the chocolate mud cake got the thumbs up! City Consultant Juliana and Michelle Halloran (right) at The Marketing Department



(below) Nicola Brown and team at Ace Insurance celebrating her birthday this month

Vanessa awards Leizl Escueta with her July TOM award, seen here with her team at Kingswood Tafe



(left) City Consultant Sharlene presented Temp of the Month award for July to Lisa Bassi who was proudly holding up her framed certificate



(above) On the go Vanessa with July HC winner Nicole Spinnato and her boss Sue Fortuna at Meadowbank Tafe



(left) Munish Malhotra was another July HC winner, here at DOCS - Finance & Administration



(above right) June HC Winner Bess Wang with her boss Elizabeth Webber at Dept of Education

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