



Payroll News

IMPORTANT NOTICE

All timesheets must come through each Friday by 10am. Those not received, will be processed the following week. Please contact your consultant in advance if you are unable to do so. This process will be enforced to ensure everyone's pay is processed promptly.

Forget Me Nots

NEW SKILLS FOR A NEW YEAR?

All our Temps have access to Quay's free computer training facilities at the Sydney and Parramatta offices. Call your consultant now to make an appointment to upgrade your skills in Microsoft Word, Excel, PowerPoint & Access.



Blockbuster Movies

The New Year always means new movies. Help us help you see them!!

When you refer a friend to Quay and they work for more than 2 weeks for us, we will give you a double movie pass.

What are you waiting for?

Calling in your availability on a regular basis reminds consultants to keep you in mind for all vacancies.



City- 9251 7339

Parramatta - 9891 9121



Talking Temps

Issue 53 JANUARY 2004



Quay Appointments would like to wish all our temporary staff a very Happy New Year—We would like to take this opportunity to thank you all for your hard work and wish you further success for 2004!!

Temp of the Month - January 2004

Congratulations to Amanda Burke and Debbie Lord

City Winner - Amanda Burke

Amanda has been working for Quay for a relatively short period of time, but in that time has made her mark! She went into her current booking under difficult circumstances and has worked tirelessly to ensure that the situation was turned around. She has been dedicated to the position even though it is not full time, working through illness and always maintaining her professional and efficient outlook. She has become a highly valued member of the team and is a big hit with the client who was the one to put her forward for January's Temp of the Month award. Congratulations Amanda and thank you for all your work.

Parramatta Winner - Debbie Lord

Debbie has been temping with Quay Appointments since 2002. Debbie is a very reliable & hard working temp. She has been in the same assignment for her duration at Quay & is a valued member of the team. She is always prompt with her timesheets & is always great with keeping Quay up to date. Debbie is a dream temp & I thank her for her service & look forward to working together for a long time yet.

City Highly Commended Winners

- **Sarah Moir** - Sarah has been temping for CGU for the past 3 months and we have had continual fantastic reports on her performance and attitude. Sarah has demonstrated excellent customer service skills and has been an asset to the team. Sarah has been a happy, motivated and friendly temp. Thanks for your great work!

Parramatta Highly Commended Winners

- **Suzie McNamara** - Suzie is a fantastic temp. Suzie always keeps Quay informed on her activity & is excellent with her communication. Suzie performs to a high standard in her assignment & is well respected by her team. Suzie has recommended Quay to her colleagues when they were looking for an agency to register with. You have been doing a great job Suzie, thank you & keep it up!!

JANUARY BIRTHDAYS

Margo Demos, Debbie Ann Lord, Necitas Alegrid, Amanda Burke, Catherine Hill, Shobini Pakthasivam, Gin Baker, Nicole Holder, Sarah Ingham, Nuala Maguire, Sarah Moir, Kelly Stewart, Denise Warren, Natasha Bush, Sharon Elliott, Brigitte Kenny



RECIPE FOR A FRESH START

- Take twelve whole months. Clean them thoroughly of all bitterness, hate and jealousy. Make them just as fresh and clean as possible.
- Now cut each month into twenty-eight, thirty or thirty-one different parts, but don't make the whole batch at once.
- Prepare it one day at a time out of these ingredients.
- Mix well into each day one part of faith, one part of patience, one part of courage, and one part of work. Add to each day one part of hope, faithfulness, generosity, and meditation, and one good deed.
- Season the whole with a dash of good spirits, a sprinkle of fun, a pinch of play, and a cupful of good humour. Pour all of this into a vessel of love.
- Cook thoroughly over radiant joy, garnish with a smile, and serve with quietness, unselfishness and cheerfulness!



Top 10 Low GI Snacks

Snacking is an important part of any healthy eating plan. But what to snack on during that mid-meal break? Karen Inge gives you her top ten treats.



1. Low fat Yogurt – packed full of calcium for strong bones
2. Orchard fruit – apples, pears, peaches and other stone fruit all have a low GI
3. Orange juice – great for a mid morning refresher (or breakfast add-on)
4. Burgen Fruit Loaf – a toasted slice makes a great mate for an afternoon cuppa
5. Dried apricots – pack a few in a sandwich bag and keep in your car
6. Low fat ice cream – just right when your sweet tooth calls (stick to one scoop)
7. Air-popped popcorn – for DVD nights in
8. Baked beans on multigrain toast – for a late-night supper
9. Oats – porridge is low GI, and so are oatmeal biscuits
10. Cherries – simply delicious!



QUOTE FOR JANUARY

The difference between a boss and a leader: a boss says, 'Go!' - a leader says, 'Let's go!'
E M Kelly

BRAIN TEASER FOR JANUARY

I have a mouth, I do not speak;
I have four eyes, but cannot see;
I have a bed, but do not sleep;
Can you tell me who I be?

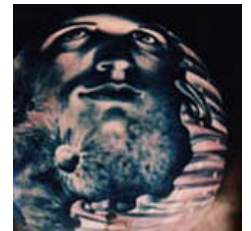
Answer: The Mississippi

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Sydney Festival - 2004

Thu 8 January – Mon 26 January 2004
Web: www.sydneyfestival.org.au
Tel: 1900 952 004

Sydney Festival 2004 will open with angels circling above Sydney Olympic Park. Festival director Brett Sheehy hopes the move of the opening event from the CBD will set a precedent for future satellite precincts, and also plans to develop 'new audiences in the 18 to 30-year-old age group'.



Check web site for full details.

Chinese New Year Festival - 2004

Tue 20 January to Sun 8 February 2004
Venue: Market City, Hay Street, Chinatown
Tel: 1300 651 301 City Line
Web: www.sydneychinesenewyear.com.au

Join in and celebrate the colourful pageantry and tradition of Chinese culture. Chinese New Year is always one of the highlights of the Sydney events calendar and 2004 promises to be bigger with many new events as well as the established favourites. More than half a million people are expected to participate in the Dragon Boat Races, the Chinese Markets, the Imperial Banquet, exhibitions of Contemporary Chinese Calligraphy and Miniature Chinese Gardens and of course, the Chinese New Year Parade through the City's streets.

Visit the web site for specific event details.

Kung Hei Fat Choy!



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Congratulations goes to our Temp Consultant Louise De Chiera (nee Snooke) who got married in December. Best wishes to Louise and Louis!!