



## Payroll News

### IMPORTANT NOTICE

When completing your timesheet please remember the following:

- Make sure you write your name on your timesheet
- Do not write shortened names or nick names on your timesheet
- Ensure that you write the correct week ending date on your timesheet
- Make sure ALL details are complete i.e. Who you are reporting to, Client Company, Address and all time fields are filled in correctly
- Ensure that the day and the date that you write correspond
- Ensure that both you and who you are reporting to have signed your timesheet—otherwise you WILL NOT get paid
- Any missing Timesheets will be notified by SMS
- Ensure that your timesheet is faxed through by **10am** Friday morning

## Forget Me Nots

If you are not feeling well and are unable to go to work, remember to make 2 phone calls—one to your Supervisor and one to your Consultant. We need to know so that you can get paid correctly.

Want to go to the 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 regularly reminds consultants to keep you in mind for all vacancies.

City - 9251 7339  
Parramatta - 9891 9121



# Talking Temps

Issue 65 MARCH 2005

### Temp of the Month—March 2005

#### **Congratulations to Shadee Quai Hoi and Maria Wells**

##### **City Winner— Shadee Quai Hoi**

The Quay Temp Team would like to award Shadee with TOTM this month for her outstanding commitment to her job and to being a fabulous temp! Shadee has received tremendous client feedback, always does a great job and has a smile on her face. Just about to have a well deserved holiday we thought we'd sneak this award in so you can buy yourself something special to go away with. Congratulations Shadee!

##### **Parramatta Winner— Maria Wells**

Maria has been working for Quay Appointments in a large government department since January. Her direct manager told us that without Maria they would not have been able to get through the last few months. She is hard working, loyal and reliable and nothing is too much trouble for her. Maria is a great ambassador for Quay and we are delighted to have her on our team. Congratulations Maria, keep up the good work.

### City Highly Commended

##### **Derek Marshall**

- Derek has only had one temp role through Quay, but he's been doing that role since August 2003! We thought it was high time that we recognised him for his efforts. The client speaks very highly of Derek's ability, commitment and work ethic. He is a valuable member of their team and ours! Enjoy your cinema trip Derek.

##### **Jessica Rowed**

- Jessica is nominated for this award due to her excellent feedback from clients and her continued professionalism in whatever work environment she works in. With strong work ethic and bubbly personality Jessica is an absolute pleasure to have as part of our temporary team. Congratulations Jessica very well deserved!

##### **Kristoffer Alegrid**

- Kristoffer has been working for Quay Appointments since May 2004. In this time he has shown a high level of commitment to the client and to Quay Appointments. He has received excellent feedback and is highly regarded by all of the consultants at Quay.

### Parramatta Highly Commended

##### **Helen Zouganelis**

- Helen has been working for Quay Appointments since July 2004. Helen has been with the same client since joining Quay Appointments & she has demonstrated commendable reliability & efficiency. Helen is a fantastic ambassador for Quay Appointments & we appreciate her ongoing service & effort. Well done Helen.

## RECIPE FOR MARCH

### Baked Bean Pizza

Serves 2

Yes that's right... why not try Heinz Baked Beans on top of your next at home Pizza creation. Easy to prepare, high in fibre, tastes delicious and the kids will love it—so will you!



### Ingredients

1/4 Cup BBQ Sauce  
2 cups grated pizza cheese  
100g thinly sliced ham  
1x420g Heinz Baked Beans in Tomato Sauce  
2 Pizza bases  
1tbsp whole grain mustard

### Method

1. Mix the Heinz Baked Beans with the whole grain mustard and BBQ sauce.
2. Spread over pizza bases.
3. Top with ham slices and sprinkle over grated cheese.
4. Fan bake at 220°C for 15-20min, until the pizza base is golden and cheese melted.

## THIS MONTHS STARS

### Aries

March 21—April 20

Relationships have extra intensity today, which may or may not be a comfortable experience! You might have a really powerful and important encounter with a special person which puts stars in your eyes and which transforms your relationship. Alternatively, you could have to deal with someone who will try almost anything to make you do what they want.

**Your lucky numbers are:** 33, 41

**Your lucky colours are:** mandarin, purple



## QUOTE FOR MARCH

The only time people dislike gossip is when you gossip about them.

WILL ROGERS  
(1879—1935)

## MARCH BIRTHDAYS

Steven Atkins, Gai Maree Sturtridge, Renee Grasso, Sue Varga, Divyan Pillay, Kelly Roberts, Robin Harrison, Jessica Rowed, Laura Cahyadi, Raelene Gutierrez, Helena Yeung, David Abel, Rubina Kalarickal, Emma Chisari, Glenn Kelly, Nuala Trace, Carly Forster, Bahareh Kordabadi, Lauren Morris, Jennifer MacKenzie, Richard Tootill, Sarah Wilson, Abbie Watt, Angela Conlon, Nikola Turkington, Alison Gives, Helen Wallace, Emilia Stojanoska, Robyn Heine, Margaret Donohoe, Carol Andrews



## SYDNEY SCENE—SYDNEY SCENE—SYDNEY

### Avril Lavigne Tour

In 2005 the unapologetically original, unabashedly in-your-face, world conquering Avril Lavigne is returning to Australia for her first fully national tour.



Tickets on sale Friday 11 March.

For more information go to [www.ticketmaster.com.au](http://www.ticketmaster.com.au)

## OPTICAL ILLUSION....

Is the left circle bigger?

*They are both the same size*

## Get to know your Consultant—Michelle Baird

Michelle has been working at Quay for 1 month and has been working within Recruitment for just over 1 year. She believes a great Quay temp is someone who is hard working and enthusiastic.

**Favourite Movie:** Man on Fire

**Favourite Alcoholic Beverage:** Cider and Black

**Best kept secret in Sydney:** The Orient Pub—has a great atmosphere

**What do you love best about yourself:** My hair

**Sum up yourself in 3 words:** Chatty, energetic and blonde

