

Payroll News

** IMPORTANT NOTICE **

As you may be aware, we have gone online to make available some things for you to access 24 hours a day, 7 days a week from your workplace to your home. Currently our timesheet is available for you to download under the TEMP STAFF menu, where you then click onto the link entitled TIMESHEETS. Soon you will now be able to have your pay slip emailed to you weekly and will be able to calculate and send through your timesheets for approval to your boss online, subject to availability. More details will be sent to you shortly so keep a look out. If you have any queries, please forward them to Eileen, City Branch on 9251 7339. To assist with this transition online, could you please contact your consultant with a current email address.

Please remember to contact your consultant as soon as you receive your tax file number. From the date that you start work, you have 4 weeks to inform us of your TFN before you get taxed at the higher rate. Please direct all initial queries to your consultant. For more information on tax procedures please visit www.ato.gov.au.

If you are expecting your timesheet to be delayed after the Friday deadline of 10am, please contact your consultant promptly to advise.



TALKING TEMPS

Issue 39

September 2002

GET TO KNOW YOUR CONSULTANT - Lauren Carrington (Account Manager - Government Business, City Branch)

Lauren has worked at Quay Appointments for almost 3 months now and has specialised in recruitment for about a year and a half. She believes what makes a great Quay temp is one who is honest about what they want and are reliable.

Favourite book: *Are you experienced...* can't remember the author but its about some English backpackers travelling around India. Its hilarious!

Movie that best describes you: Well it doesn't describe me but I absolutely love *Gone with the Wind* and who could forget *Grease*!!

Favourite colour: Blue.

Preferred alcoholic beverage: Strawberry Daiquiri.

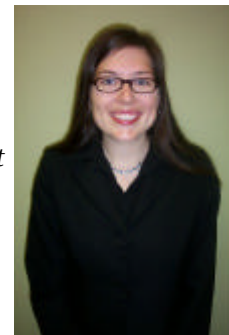
If you could live anywhere in the world, where would it be: I love Sydney! Best City in the world.

Greatest achievement: Winning the year 9 public speaking competition at Gunnedah Eisteddfod!!!

Favourite Sport: I like going to the gym but enjoy watching the tennis.

What do you love most about your job: Interacting with so many interesting and colourful people.

Sum yourself up in 3 words: Cheeky, confident, outgoing.



TEMPORARY OF THE MONTH, SEPTEMBER 2002: BRONWYN LOUDON AND RUTH SALEN

City Temp: Bronwyn Loudon - We received outstanding feedback highlighting that she has taken on a lot of extra responsibility, worked incredibly long hours and assisted the team in getting the Salvador Dali Exhibition up and running. She has done this all with a smile and a sense of humour and the team at Courtney Productions said they couldn't have done it without her!

Parramatta Temp: Ruth Salen - Ruth is an outstanding candidate who always shows her enthusiasm, reliability and has a hardworking nature. Always willing to learn new skills, she displays a bright and positive attitude. Ruth has already impressed the client in her new assignment and has shown she has what it takes to be a great Quay temp.

Highly Commended Winners: CITY

Brett Groves - All feedback on Brett has always been outstanding which is why he is constantly getting extended in his role.

Jeremy Chahwan-Harris - For his outstanding performance, dedication and quirky and cryptic sense of humour.

Rachel Singleton - For her efficiency, flexibility, dedication and ability to adapt.

PARRAMATTA

Michelle Byrne - For her ability to pick up work very easily with little training. She has worked so well she has been offered a permanent position!

Jerome Orben - A quiet achiever who always displays a flexible nature and constantly keeps in touch about how his assignment is going.

Ming Lum - For her diligence and her consistency in putting 100% effort into all her roles.

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



Between enjoying Helen's birthday cake last month and Brett's highly commended nomination this month, this group has plenty to celebrate about!



(RIGHT) Always smiling is Kylie Smith (August Temp of the Month Winner) and her boss Jan Wrigley.



(ABOVE) Presentation time for Annette Ford (August Temp of the Month Winner), seen here with Vanessa Fong at our office in Parramatta.



(LEFT) Ordinary candles just won't do! Chocolate mud-cake fan Pam Marcelo had sparks flying on her birthday cake this month.

(BELOW) Happy Birthday to our Managing Director and *Christian Dior* enthusiast, Winsome Bernard.



Ten Rules for the Good Life By Thomas Jefferson

1. Never put off till tomorrow what you can do today.
2. Never trouble another for what you can do yourself.
3. Never spend your money before you have it.
4. Never buy what you do not want because it is cheap; it will never be dear to you.
5. Pride costs us more than hunger, thirst and cold.
6. Never repent of having eaten too little.
7. Nothing is troublesome that we do willingly.
8. Don't let the evils which have never happened cost you pain.
9. Always take things by their smooth handle.
10. When angry, count to ten before you speak; if very angry, count to one hundred.

QUOTE FOR SEPTEMBER

"Life is a play. It's not its length, but its performance that counts."

-- Seneca

TEMP NEWS TEMP NEWS

Congratulations to Jane Ahkin, who is back on her feet and is now working temp to perm at OTEN.

All the best to Jenny Van and David Keys who have just found permanent work.

Best Wishes to Kylie Ball and family on the birth of her baby boy.

Michele Byrne is expecting a baby at the end of the year and we wish her the best of luck!

Happy travelling to Steven Tanoni who is flying off to Paris next month.

QUAY ESSENCE

Enjoy reading Talking Temps?
Would you like to receive more handy hints and a calendar of events for the following month?
Then subscribe to Quay Essence!
Produced monthly, Quay Essence is sent via email and contains news and reviews.
To receive this newsletter, contact your consultant and get your name on our mailing list!

Recipe Spot for September

Chicken & Avocado Wraps

Makes 4

Preparation Time: 10 minutes

Cooking Time: 20 minutes

INGREDIENTS

- 1 400g box INGHAM Chicken Breast Tenders
- 2 tomatoes (finely chopped)
- 2 tbsp coriander leaves (fresh or dried)
- 2 lettuce (large handfuls of mixed leaves)
- 1 avocado (halved)
- 1/2 cup 310g bottle HEINZ EASY SQUEEZE Salad Cream
- 4 slices pita or Lebanese bread

METHOD

1. Place the INGHAM Chicken Breast Tenders on a baking paper-lined tray.
2. Bake at 230°C for 20 minutes.
3. Squeeze HEINZ EASY SQUEEZE Salad Cream onto the pita or Lebanese bread.
4. Slice the INGHAM Chicken Breast Tenders and place on top of the pita or Lebanese bread with the lettuce leaves, diced tomato, avocado slices and coriander leaves.
5. Roll up securely to enclose.

Source: www.foodinaminute.com.au

SEPTEMBER BIRTHDAYS

Lou Almario, Ruth Cooper, Melissa Cummings, Matthew Hall, Pam Marcelo, Sue Marron, Michael Chrisoulakis, Annette Croft, Helene Dowson, Mary Murabito, Sorina Pender, Rachel Shahdin, Jacinta Wallace, Bronwyn Loudon, Justine Clasper, Vijay Sharma, Julie Chinnery, Bindu Cholayil, Mia Crossett, Leizl Escueta, Mark Hopkins, Jennifer Li, Daniel Long, Natalie Piggott, Danny Merhi

