



The Suburban Connection

In This Issue:

Busy Is Better



Raffle Winners!



Fall Into Education

Fall, 1998

Volume 4, Issue 3

From the President:

"THE SUBURBAN CONNECTION"! What do you think? We had many wonderful suggestions for the name of our newsletter. Thank you all for your interest in participating. Our winner for the contest was Angela Landino. Thank you, Angela. We hope you enjoy your gift certificate.

It was wonderful to see so many of you at our Open House in June. We all had a great time. The feedback from those who attended was very positive. The food was the usual fabulous faire from Chef du Jour. The flowers from Mugford's Flowers were most spectacular. Several of you went home with Chris Finney's fancy work. The best part of the event was all of you who took the time to stop by to say "Hi!". Thank you for bringing your family and friends to meet us. I think it is safe to say a good time was had by all.

This year we are working with The United Way in their fund drive efforts. You will find enclosed in the newsletter two brochures that list the agencies supported by The United Way. Some of our employees may have needs in the areas listed. In many areas, income level is not an issue when a person is in need of assistance. Payroll deduction is offered for those interested in making an ongoing contribution to this organization.

We are working with the Westborough and Middlesex Chapters, as this target area best represents the majority of our employees. For those of you interested in making a weekly donation to The United Way, please contact our payroll office for the necessary forms.

The weather this summer was fantastic. Now we have the anticipated beauty of the fall in New England. This is a time of reflection and family gathering. It is our hope that you can extend your thoughts and concerns for the greater population and give to The United Way.

- Nancy M. Carlson, President

We would like to thank all of the students for the wonderful job they did this past summer!

Employee of the

Barbara Trax was the unanimous choice for Outstanding Employee of the year. She has been with Suburban since November 4, 1988, nearly ten years! Barb began with us on part-time, short-term assignments at different companies. They all raved about her ability to adapt and be productive quickly. Eventually, she became available full time.

Barb has worked with one of our largest clients since 1989. She has filled in for vacation coverage and special projects in almost every department. But not only does she work hard for us.

During her time with Suburban, she has held a part-time retail position while also working towards her Masters Degree in Nutrition. Barb's continually outstanding performance and



Barbara Trax & Nancy Carlson

Check It

The Suburban Staffing Web Site is doing great! The site now has tips for resume writing, interviewing and FAQ's about temping, along with directions to our office and a more complete list of job opportunities. People interested in Suburban will now be able to respond on-line and have a recruiter contact



busy IS BETTER!

Have you ever been in a situation where you weren't getting *enough* work to do? Do you wish you had more responsibility with an opportunity to grow and make a fair contribution?

Certain people might think that would be an ideal job to have, one with not enough work to do. From experience, most of us can actually claim the opposite. When you're not too busy the day can just seem to drag on and on... because you're so bored! But when you're busy, the time just seems to fly by.

When you find yourself with extra time on your hands, don't wait for someone to notice. Speak up.

You can always offer your help to a co-worker with a project. Or more importantly, tell your supervisor that you want to take on more responsibilities.

If your supervisor feels that you don't have the right training or experience to handle a particular task, offer to get it. Research training options on your own or call our office for information on our computer training classes.

Did You Know?

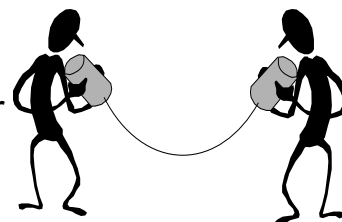
SHAHIDA BALAPARYA: Gave birth to a bouncing baby boy this past May!

FELIX GOMEZ: Working at Astra Pharmaceuticals is proud to announce the birth of his new daughter, Kayleen Monique, this past August.

BARBARA TRAX: Working at New England Power was voted Employee of the Year for 1998!

Did something exciting happen in your life this summer? Call and let us know about it.

We'd love to share your good news with



Open House Raffle Winners

Red Sox Baseball Tickets:

Clifford Kyeremateng
Marcia Patten

Flower Arrangements:

Pat Englund
Cosmith Oppong
Mike Sunkenberg

Gift Certificates to "Hair We Are":

Linda Donovan

\$25.00 Mall Gift Certificates:

Kevin Amedy
Annie Card
Linda Donovan (Donated
to Frauke Winner Fund)
Allison Grant
Susan LaPointe
Dan Seaman

Congratulations to all of our winners! We hope everyone



Fall Into

New activities...
New expectations...
New beginnings -

With fall just around the corner, now is a good time to start thinking about your hopes for the new season. Is personal or professional growth one of your goals? If so, get a head start in meeting them by "Fall"ing into education. Perhaps you might want to tackle something new in your field or pursue a subject that you find intriguing.

Fall semester schedules are already being advertised in the local papers. With so many schools in the Worcester area competing for your dollars, a little research can help you find courses that seem tailor-made for you. Think, too, about some self-education. The price is right!

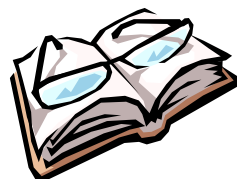
WHY Learn?

The new millenium is fast upon us, bringing with it rapid change in all facets of life. We live in a highly competitive and global economy. An investment in education will help you to meet the challenges of the year 2000 and beyond. The knowledge and perspective that you receive can result in significant professional and personal paybacks.

WHERE Do I Begin?

Self Evaluation: Use the checklist below to see if you are headed in the right direction to

- o I enroll in one or two courses yearly.
- o I have registered for a course unrelated to my field of expertise
- o I attend professional meetings or network with my peers.
- o I have a mentor in the office whose advice and direction I value.
- o I read a variety of newspapers and periodicals for updates in my field.
- o I use tapes and videos to supplement my professional and personal growth.
- o I volunteer for any in-house training that my company offers.
- o I attend business and career expositions.
- o I engage in volunteer work to help others and gain new perspectives.
- o I serve on a professional or community advisory board.
- o I have read some best-selling books such as: *The Seven Habits of Highly Effective People* by Stephen Covey; *The Pursuit of Excellence* Tom Peters; *Don't Sweat The Small Stuff...*



as: *The*
by

-Annette Frese,

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Check Out This Web Site:

www.temp24-7.com

This site is an hilarious spoof on temping. It has: "Temp Terms", "Temp Tales of Terror", "Gripe of the Week", "Dear Blabby", "Temp Talk",

Suburban Staffing, Inc.

STRIVE FOR PERFECTION - OR ELSE!

If 99.9 percent is good enough, then...

- 7 Two million documents will be lost by the IRS this year.
- 7 811,000 faulty rolls of 35 mm film will be loaded this year.
- 7 22,000 checks will be deducted from the wrong bank accounts in the next 60 minutes.
- 7 1,314 phone calls will be misplaced by telecommunication services every minute.
- 7 12 babies will be given to the wrong parents each day.
- 7 268,500 defective tires will be shipped this year.
- 7 14,208 defective personal computers will be shipped this year.
- 7 103,260 books will be shipped in the next 12 months with the wrong cover.
- 7 5,517,200 cases of soft drinks produced in the next 12 months will be flatter than a bad tire.
- 7 107 incorrect medial procedures will be performed by the end of the day today.
- 7 18,322 pieces of mail will be mishandled in the next hour.
- 7 291 pacemaker operations will be performed incorrectly this year.
- 7 880,000 credit cards in circulation will turn out to have incorrect cardholder information on their magnetic strips.
- 7 55 malfunctioning automatic teller machines will be installed in the next 12 months.
- 7 20,000 incorrect drug prescriptions will be written in the next 12 months.
- 7 \$761,900 will be spent in the next 12 months on tapes and compact discs that won't play.
- 7 315 entries in Webster's Third New International Dictionary of the English Language will turn out to be misspelled.
- 7 Over 25 Suburban Staffing, Inc. employees will have their paychecks delivered to the wrong address within the next 12 months.

(In Sight, Syncrude Canada Ltd., Comm Div)