



The Suburban Connection

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Winter, 1998

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From the President:

It's incredible how quickly one year passes. We have all experienced so many changes in these last twelve months. The stock market, the interest rates, the available jobs, the company mergers, have all added to the stress of our daily lives of work, family and social activities.

We are so pleased that you have shared 1998 in whole or part with Suburban Staffing, Inc. Hopefully, you have discovered your career of choice, or the perfect situation for your schedule, or the world of temporary employment as the best of both worlds. Whatever your personal situation with regard to employment, we are glad to have played a part in it, and we hope it has been a pleasant experience for you.

With you as our primary focus, we have tried to implement benefits we feel you deserve to have. The hard work and loyalty of those field employees we have chosen to employ mean a great deal to this company. It is especially important at this time of year to remember to thank those who have had an impact on our lives, and on our business.

With the tremendous demands of our work and the added stress of the holiday season, we want you to know how grateful we are to you. Your dedication to the daily needs of our customers is of great importance to us. Your happiness and job satisfaction is equally important. While "Thank you" seems so inadequate for all you do, we must not let the year end without saying it.

Thank you for your expertise. Thank you for your loyalty and commitment to us. Thank you for your work ethics, your organizational skills, your attention to detail. Thank you for your positive attitude, your willingness to adapt quickly to changes, your desire to learn new things. Thank you for sharing so many hours of your life devoted to the needs of our customers.

We hope you and your family enjoy a safe and healthy holiday season.

- Nancy M. Carlson, President

Knowledge Is Power!

In all things, success depends on preparation; without it, there is failure.

"Sarah was considering a position where she needed to have skills using the MS PowerPoint software. She had experience using MS Word and Excel, but not PowerPoint. Sarah didn't have a computer, so she wasn't able to practice at home. She checked out the local library, but they didn't offer the PowerPoint software program. Sarah mentioned this to one of the Placement Counselors. We were able to help. Suburban Staffing offered Sarah the option of coming into our office and working with training tapes on PowerPoint. She scheduled a time to come in to practice. After a few practice sessions, Sarah was able to go on assignment feeling confident that she would be successful in her new job."

This is only one case of many that we see here at Suburban Staffing. We have the resources needed to prepare for success. Whether it is learning a new computer program or viewing tapes on customer service, you can find it here. If you are on an assignment that offers you an opportunity to broaden your horizons and add more skills to your resume in a particular area, call us. We offer computer training classes to qualified candidates in MS Word, Excel, PowerPoint and WordPerfect. We have video tapes on improving your telephone etiquette and customer service skills, as well as video training tapes for the MS Office package.

There is no time like the present. Remember:

Suburban On-Line

Check out Suburban On-Line. The site is updated weekly with new job listings. You will also find tips on resume writing, interviewing and company FAQ's.



SIMPLE GIFTS

I think we have it all wrong; all this running around, frantic and scrambling, as though it's a necessary part of the holiday season. I don't know about you, but by the time I've spread all that "joy", I'm in shreds, body, mind and spirit, all an entwined wreck. Exhausted and irritable, I relate more to Scrooge than to jolly old Saint Nick. The season at its end, nothing more than a blur. It's demise, resounding relief.

I don't think this is the way it's supposed to be. I don't think it was always this way either. I wonder when we fell for it and most of all, why? What benefit could there possibly be with no time to relax, reflect or enjoy the season?

All I really want is time; time to share with friends and loved ones. Forget the shopping. Let me exchange with them gifts of laughter, crackling fireside, warm scents and simple fare, good conversation and perhaps a song or two. And, occasionally, let me sit alone with tender thoughts and deep appreciation.



Holiday Recipe

7 Layer Squares:

- | | |
|-------------------------------------|--------------------------------|
| 1 Stick of margarine or butter | 1 cup butterscotch chips |
| 1 1/2 cups graham cracker crumbs | 1 can sweetened condensed milk |
| 1 cup shredded coconut | 1 - 1 1/4 cups chopped walnuts |
| 1 - 1 1/4 cups milk chocolate chips | |

Melt butter in 9X11 pan. Add cracker crumbs to butter and mix well. Sprinkle coconut onto mixture. (do not mix, just layer) Sprinkle chocolate chips onto mixture. Sprinkle butterscotch chips onto mixture. Dribble condensed milk onto mixture. Sprinkle walnuts over

Did You Know?

MAIRE MULDOON is engaged to be married in October 1999!

KAREN LECHNER, working at Data General Corp. will be exchanging vows of marriage on December 5th!

BARBARA TRAX was honored on October 6, 1998 as a nominee for the MA Staffing Association's employee of the year. The celebration took place on The Spirit Of Boston cruise with several other staffing agencies. A delicious buffet was served and a casino opened for everyone's enjoyment! Congratulations again to Barb!

A Thought To Share: Great minds discuss ideas;
Average minds discuss events;
Small minds discuss people.



Traditions



Over the river and through the woods to grandmother's house we go.

Celebrating holidays at grandma's and grandpa's is a tradition held dear by many people. But times and lifestyles change. Family members can be scattered all over the globe, and fairly frequent communication with them via the Internet or cheap long distance calls is almost ordinary. The old tradition of an annual long distance holiday phone call, with family members waiting to take their turns speaking, has gone by the wayside for most people.

What are some holiday traditions that you cherish?

- i Joining family and community at religious services?
- i Dad's mystery punch and mom's luscious lasagna?
- i A little after dinner family competition with card games or maybe board games like Monopoly?
- i Your friend Chuck's annual New Year's party?
- i Your boss's always-to-be-counted-on gift of a beautiful poinsettia?
- i Aunt Mary's terrific chocolate chip cookies with her "secret" ingredient?
- i Annual cookie-swaps?
- i Your neighbor's annual delivery of that infamous fruit cake?
- i Your yearly holiday night out with old friends for a sports event or dinner?

The variety of traditions is as numerous as families, and no doubt you have your own very special ones.

This holiday season is a good time to add new traditions to those you love so dearly. You might want to encourage your family to make an annual gift to a needy family. That gift could be dinner or perhaps presents for the children. Or you might enlist family members and friends to pitch in and help serve dinner at a shelter to those less fortunate. Later, at home you can indulge in some soothing hot beverages, sweets,



and maybe singing. Visiting the elderly at a senior citizen community during the holidays is another tradition worth considering.

With your own family, you might want to dazzle one of the younger family members with a local or big city presentation of The Nutcracker. Follow up with an after-theater treat of hot chocolate and cookies at a nearby restaurant. Telling special holiday stories or reading books to your children, nieces or nephews is a lost art but one that can hold children spellbound. Maybe you could spend a "buddy" day (or even a 1/2 day) with a younger member of the family, building a bond

with them that will last a lifetime.

Traditions are, in a sense, the "stuff of life". They make us feel comfortable, give us something to

and are something we know will be there for us. Traditions are the *comfort food* we hold onto to give meaning to our lives and the feasts we celebrate. Traditions help us identify who we are and they make us and those around us feel good. Enhance and add to the traditions you cherish. For someday, those traditions will be part of the "good old days".

Happy holidays, everyone!



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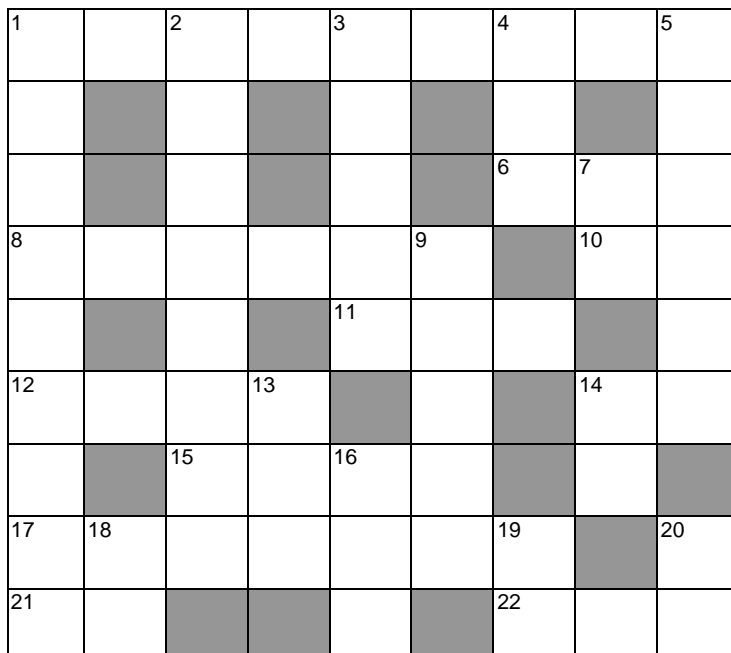
Attitude

“The longer I live, the more I realize the impact of attitude on life. Attitude, to me, is more important than facts. It is more important than the past, than education, than money, than circumstances, than failures, than successes, than what other people think or say or do. It is more important than appearance, giftedness or skill. It will make or break a company...a church...a home. The remarkable thing is we have a choice every day regarding the attitude we will embrace for that day. We cannot change our past...we cannot change the fact that people will act in a certain way. We cannot change the inevitable. The only thing we can do is play on the one string we have, and that is our attitude...I am convinced that life is 10%



Suburban Staffing, Inc.

Holiday Crossword



Across:

- Dec. 25th
- A Stooze
- Meal
- Yes in Spain
- Holder for peas
- Head cook
- ___ no!
- Ages
- Tell a story
- Alien
- ___ wa diddy

- Out ___ the rooftop...
- Short rest
- One day ___ a time
- Mr. ___
- Jolly laugh

Down:

- Holiday Treat
- Rudolph
- Doze
- Mother
- Santa's transportation
- Operating System, *abr.*
- Pot ___
- Two ___ One

