

GREAT 'TIMES' RETURN FOR MERCED

This is the re-instatement edition of *STAFFING TIMES*!

TOCONIS PERSONNEL SERVICES, INC. has been staffing Merced's businesses since 1981, and has produced *STAFFING TIMES* bi-monthly for about half of that time. It began as a project by Pamela Toconis as a way for local businesses to be aware of current Human Resource issues, and as a way to promote some local people who are currently available for work.

We felt that this was an appropriate time to reinstate the newsletter and do our best to broaden its distribution through email.

Anyone who has placed an ad in the local newspaper for an open position knows the sad reality: there are far too many people looking for work, and there are many great people available who would be an asset to a company, no matter what industry.

It is definitely an employer's market and smart decisions now will directly affect a company's position in the coming years... which hopefully present us with a swift return to normalcy.

For those not familiar with *STAFFING TIMES*, all candidates represented are immediately available at the time of publication, and in most cases could be working for you the day you read about them. They also represent only a fraction of the screened and available candidates.

I hope you find value and opportunity in the issues we present and take advantage of our available personnel.



How do temps SAVE YOU MONEY in a down economy???

The recession is over! What does that mean to small- and medium-sized local businesses? The Bureau of Labor Statistics sets the most recent unemployment rate in Merced County at above 15%. Businesses are still operating with reduced staff and reduced orders/clients, if they've survived this long.

Since labor is the #1 cost to many businesses, outsourcing HR functions and exploring other cost savings in labor could make the difference between red or black ink this year.

Consider the following for your business:

NUMBER OF EMPLOYEES:

Think about how many employees it takes to complete the current 'average' amount of work. An \$8/hr employee will cost \$19,000 - \$25,000 a year – directly out of profit.

THE TOCONIS SOLUTION:

Operate with just enough employees to cover the 'average' work load. When swamped, bring in a temp to cover any project work or to raise production levels.

RECRUITMENT & REPLACEMENT:

Is it efficient for your workforce to handle recruitment and selection? Your staff's time could be spent *making money*.

What if the person has to be replaced within three months? Besides being potential 'follow-up costs', now you are right where you started!

THE TOCONIS SOLUTION:

Outsource the process. The service handles the recruitment, usually faster than an HR department, replacements don't cost you anything, and your firm never 'hired' anyone.

LIABILITY:

Ever have an injury? Ever had to defend your company in court against an ex-employee for any reason? Especially with new employees these processes are very expensive.

THE TOCONIS SOLUTION:

A temporary employee is covered by the services' insurance, and a replacement is immediately available so production is unaffected. TOCONIS will also perform a safety evaluation on any position being staffed. Further, IMPACT (209-384-2694) is a local HR consulting service that can work with management to ensure that the 'grey' areas of HR are clarified, before actions that can lead to lawsuits.

Partner your HR heads with TOCONIS.

Since 1981, our firm has performed every level of HR management and has placed thousands of employees with local businesses.

MEET YOUR NEWEST HR REPRESENTATIVE

TOCONIS PERSONNEL SERVICES, INC. is pleased to announce our newest representative Michael Smith.

Michael has been in the staffing industry for over eight years and received his BA in Business Administration in 2006. Many in the community may recognize Michael from TOCONIS as this is where he started his career in staffing.

Michael had been living and working in Modesto, but returned to Merced to accept the position of Personnel Staffing Administrator. Over the years, he has been involved with many staffing projects in the Merced and Modesto areas.

"I am excited for the opportunity to promote growth of employment in Merced. I enjoy working with job seekers as a counselor, and working with clients to find HR solutions".

To set an appointment with Michael, please call (209) 384-1555.

CANDIDATE CORE

MEET THE PEOPLE WHO MEET THE DEMANDS OF TOMORROW

Management

Vicki was the president/owner of a medium sized company for over 10 years. Her skills include Bookkeeping/purchasing, HRM, Production Management, Customer Service, and Marketing. She is available for Management or Administrative positions.

Insurance

Management/Marketing

Michael owned and managed an insurance agency for nine years. Additionally, he has extensive experience as a Regional Sales Manager and a Marketing Manager for two large corporate insurance companies.

Administrative

Karen has over 17 years in corporate Administrative work. She has been responsible for reporting, general secretarial/support, office-level project management, and correspondence. She is also knowledgeable in HR and insurance.

Yvette is bilingual in English and Spanish, and has been in Administrative positions for over six years. She has administrative experience working in title, construction, and legal offices.

Customer Service

Esmeralda is a bilingual English/Spanish candidate with two years in Financial Services related Customer Service, and four years Medical front-office including interpretation duties.

General Labor/Warehouse

Jenard is a very dedicated candidate with a great attitude for work. Recently relocated to Merced, he was an order selector in a very fast-paced refrigerated warehouse for seven years. He is HVAC certified and has experience on forklift.

Chris is a hard worker who is best defined by his ability to solve problems and work independently or in teams. He likes to learn new trades, but has experience in dock work, warehouse, and drywall and window installation.

Accounting Clerk

Sherry specializes in computerized accounting. She has seven years of experience as an Accounting Clerk with experience in payroll, taxes, A/P, A/R, general ledger, and bank reconciliation. Additionally, she has experience in HR including benefit administration.

Full-Charge Bookkeeping

Ruby is a retired F/C Bookkeeper, available for temporary positions only. Her Bookkeeping test scores were in the top 2% and she is very eager to put her years of experience to work.



Do you Have HR Questions or Ideas For the 'StaffingTimes'?

Have a particular topic you would like to see discussed in STAFFING TIMES? Please email Michael.smith@toconis.com

Typing Certificates

THE BUSINESS CENTER by TOCONIS offers typing testing and certification. If you or your employee needs a typing certificate, call THE BUSINESS CENTER to set an appointment for testing and pricing information. **209-384-1572**

As a **THANK YOU** from TOCONIS PERSONNEL SERVICES, INC

Please mention issue 120409 of STAFFING TIMES with your next order of 40 hours or more and receive

4 free hours!