



CAPITAL AREA  
STAFFING SOLUTIONS



BANGOR AREA  
STAFFING SOLUTIONS

November 2017



DON'T FORGET TO  
**FALL  
BACK**

**Daylight Savings Time ends this Sunday, November 5th!**

### Permanent Hires



### CONGRATULATIONS

to the following Field  
Employees who have been  
hired permanently at our  
Client Companies!

Linda Brann

Tracey Brewer-Curtin

Angella Cunningham

Kelly Martin

Jessica Weiner

### IMPORTANT NOTICE!!!

Please remember to submit your time card no later than Friday afternoon, unless you are working a weekend shift. In that case, please e-mail/fax no later than 8am Monday morning.

Our offices will be closed on Friday, November 10th in observation of Veterans Day, and again on November 23rd and 24th due to Thanksgiving.

Thank you for  
representing us so  
well!

### Hot Jobs!!!

Ask us about the following jobs  
we have available!!!

#### Augusta Area:

Janitorial Openings!  
Vet Tech/Front Desk  
Executive Assistant  
Performers – Day Event  
Dining Services – Prep Cook  
Front Desk/Service Department  
Administrative Assistant  
Medical Front Desk  
Accounts Payable  
Parts Counter Clerk  
Office Assistant – Property  
Management

#### Bangor Area:

Administrative Assistant  
Janitorial Services Supervisor  
FT Front Desk Receptionist  
Maintenance Supervisor  
Raw Materials Warehouse Lead  
Fabricator  
Janitorial Associates  
Production Line Supervisor  
PT Wireless Consultants  
Weekend Janitor  
Production Associates  
PT Thrift Store Clerk  
Forklift – Evening and Overnight

There are two kinds of  
people when Christmas  
decorations appear in the  
shops...



# VETERANS DAY

☆☆☆ HONORING ALL WHO SERVED ☆☆☆

## 8 Ways to Express Appreciation on Veterans Day

Veterans Day is an important day for showing appreciation to members of our military, past and present. If you're looking for an appropriate way to honor a veteran in your life, or would like to contribute in a way that's meaningful for veterans everywhere, here's a list of suggestions to start you off.

### 1. Show Up

Attend a Veterans Day event in your area -- not just a picnic with friends but an honest-to-goodness parade or service for veterans.

### 2. Donate

There are a plethora of wonderful organizations who offer all manner of support, services and appreciation

Shifts!

Please remember to visit  
**CapitalAreaStaffing.com** or  
**BangorAreaStaffing.com** each  
week for all of our  
**HOT JOBS.**



### **FUN FACTS FOR NOVEMBER**

National Good Nutrition Month  
National Sleep Comfort Month  
National Pepper Month  
Aviation History Month

Birth Flower - Chrysanthemum  
Birthstone - Topaz

November 10th - Veterans Day  
November 23rd - Thanksgiving

for our service members.

### **3. Fly a flag- correctly**

Veterans Day is a great opportunity to fly the flag! Just make sure you're observing the proper rules for display. Not sure exactly what those are? Check out Military.com's guide to the flag.

### **4. Ask someone about their service**

It seems like we all know someone who has served and Veterans Day is a great time to ask them about their service.

### **5. Write**

If you know a veteran, write a simple postcard or e-card that recognizes them on Veterans Day. If you don't know a veteran, look up the closest military installation and send one there. Small acts of recognizing someone's service, even anonymously, are appreciated.

### **6. Don't Confuse Veterans Day with Memorial Day**

Veterans Day is a time to thank those who are serving or have served and are still with us. Memorial Day is to reflect and remember those who lost their lives in service to their country. Confusing the two or combining the two diminishes the importance of both.

### **7. Visit a VA Hospital**

Find out what the policies are at your nearest VA hospital for interacting with patients or volunteering, and spend the day with a veteran. Many VA facilities will have events on Veterans Day or a special lunch you can help prepare. Even if you never interact with a veteran, helping at a facility is a way to give back.

### **8. Get Outdoors with a Veteran**

Invite a veteran or a military family to explore a national park -- admission is free for all visitors on Veterans Day. Being outside helps improve physical and mental health, boosts emotional well-being, and is a great way to celebrate the day with a veteran.

Source: <https://www.military.com/>

It was *November* --  
the month of crimson  
sunsets, parting birds,  
deep, sad hymns of the  
sea, passionate  
wind songs  
in the pines

L.M. Montgomery



### Remember to Say Thank You!

Throughout your job search process never forget to extend common courtesies. This starts with saying please and thank you as often as possible.

You will always compete with other job seekers, who often don't even send an email saying thank you.

Imagine how much you would stand out and differentiate yourself from your competition, by sending a handwritten thank you note.

You should thank people for referrals, informational interviews, every interview throughout the hiring process, reference checks and during your follow up process. Send thank you notes within 24 hours, handwrite the person's name, title and write the words Personal and Confidential in the lower left-hand corner to make sure this person opens the envelope vs. their assistant.

Don't forget to obtain business cards from everyone you meet and also send a thank you note to the Receptionist and anyone else that assisted you in the interview process.

### Pumpkin Gingerbread Loaf



#### INGREDIENTS

- 3 cups sugar
- 1 cup vegetable oil
- 4 eggs
- 2/3 cup water
- 1 (15 ounce) can pumpkin puree
- 2 teaspoons ground ginger
- 1 teaspoon ground allspice
- 1 teaspoon ground cinnamon
- 1 teaspoon ground cloves


Please take a moment and like us on Facebook!

CASS


3 1/2 cups all-purpose flour  
2 teaspoons baking soda  
1 1/2 teaspoons salt  
1/2 teaspoon baking powder

### INSTRUCTIONS

1. Preheat oven to 350 degrees
2. Lightly grease two 9x5 inch loaf pans.
3. In a large mixing bowl, combine sugar, oil and eggs and beat until smooth.
4. Add water and beat until well blended.
5. Stir in pumpkin, ginger, allspice, cinnamon, and clove.
6. In medium bowl, combine flour, baking soda, salt, and baking powder.
7. Add dry ingredients to pumpkin mixture and blend just until all ingredients are mixed.
8. Divide batter between prepared pans.
9. Bake in preheated oven until toothpick comes out clean, about 1 hour.

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BASS

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