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## THE EXPRESS INSIDER

### March 2024

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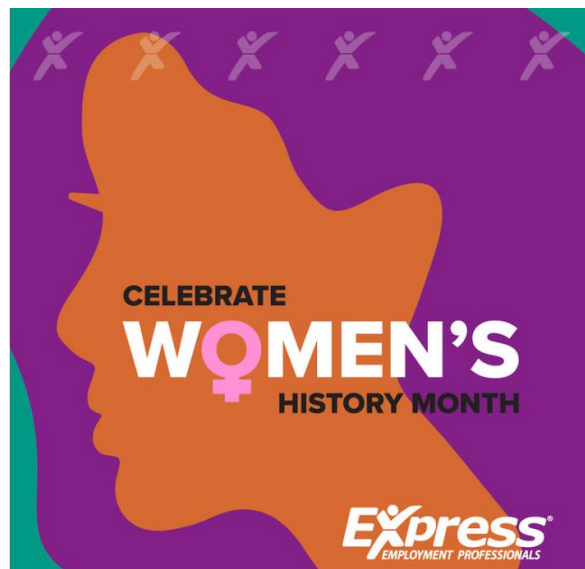
**Website & Social  
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Keep in Touch!**

Express Employment Professionals is dedicated to its purpose of helping people succeed. We are here to help you on your path to employment success!



### CELEBRATING WOMEN'S HISTORY MONTH

During Women's History Month in March, North America and other countries honor the many accomplishments, innovations, and cultural triumphs of women. In 1981, Congress asked President Ronald Reagan to declare the week of March 7 "Women's History Week." Since 1995, March has been designated as "Women's History Month" in the U.S. In honor of the celebration, here are 10 inspiring career quotes from true trailblazers.

Set Future Career Goals:

*"The future belongs to those who believe in the beauty of their dreams." — Eleanor Roosevelt, former First Lady, diplomat, pacifist, and activist*

Enjoy Your Work:

*"I've learned that making a 'living' is not the same thing as 'making a life.'" — Maya Angelou, author, popular poet, and civil rights activist*

A reminder to keep in touch with Express while either on an assignment or if looking for employment opportunities!

*Chris, Carrie,  
Terra, Dio,  
Jessica, Alex,  
Katie, Nikki,  
Taylor, Melanie,  
Angela, Amber,  
Kayce, Zac &  
Reggie*

Contact Us



MARCH REFERRAL

PROMOTION



\*\$50 placed on paycheck and subject to income tax

Reap the Rewards of Hard Work

*"Good things happen to those who hustle."* —Anaïs Nin, diarist, essayist, novelist, and writer

Being Impactful With Your Work:

*"Success isn't about how much money you make. It's about the difference you make in people's lives."* — Michelle Obama, former First Lady, lawyer, and writer

Be Willing to Learn Something New:

*"The most important thing for any of us to be in our jobs is curious."* —Ginni Rometty, former chairman, president, and CEO of IBM

Challenge Yourself:

*"Don't limit yourself. Many people limit themselves to what they think they can do. You can go as far as your mind lets you. What you believe, remember, you can achieve."* —Mary Kay Ash, CEO and founder of Mary Kay Cosmetics

Be a Positive Changemaker:

*"Every great dream begins with a dreamer. Always remember, you have within you the strength, the patience, and the passion to reach for the stars to change the world."* —Harriet Tubman, abolitionist and social activist

Show Your Unique Value:

*"Always be a first-rate version of yourself, instead of a second-rate version of somebody else."* —Judy Garland, actress and singer

Have Fun in Your Career:

*"Do what you love, and success will follow. Passion is the fuel behind a successful career."* —Meg Whitman, former president and CEO of HP

Make an Impact:

*"You don't make progress by standing on the sidelines, whimpering and complaining. You make progress by implementing ideas."* —Shirley Chisholm, first African-American Congresswoman and activist

~ This article brought to you by The Express Blog

## ASSOCIATE OF THE MONTH

### February Associate of the Month

Express Howell/Brighton recognizes an "Associate of the Month" and rewards a \$25 gift card and other Express goodies. The criteria would be for the Associate to have excellent attendance and work performance as well as positive feedback received from supervisors or managers. This month's recipient is **Craig K.**, who was recently hired in at his client. It was shared that Craig reports to work on time, stays late if needed and is a model employee. They give his work and attitude an A+. Congrats Craig!



## EXPRESS BRIGHTON / HOWELL TOP JOBS

If you or anyone you know has these skills, please contact Express Employment Brighton/Howell today:

- 3rd Shift Production - Howell \$16.75 hr Bus Line
- Cold Heading Machine Operator - New Hudson \$19.00 hr
- Warehouse / Pick & Pack - Howell \$15.50 - \$16.50 hr
- Landscappers - Chelsea \$17.00 hr
- Maintenance Tech - Hamburg \$25.00 - \$28.00 hr
- Equipment Operator - Brighton \$18.00 - \$20.00 hr
- Welder / Fabricator - Belleville \$18.00 hr
- Admin Asst - Brighton \$20.00 hr
- HR Manager - Detroit & Manistee \$120K - \$150K
- Shop Foreman - Adrian \$60K - \$80K

## STAY IN THE KNOW

### **Online Paycheck Website**

Express has made it more convenient for you to retrieve, review and print your paycheck stubs through our online service! Request for a link to be sent to your email which will allow access to your account and save in your Favorites. This may take a few minutes to activate.

### **Ending Assignment Policy**

If you do not provide Express with at least a two (2) day advance notice before ending your assignment, you may no longer be considered eligible for future placement by Express. Please reach out to Express and your Recruiter as soon as possible.

### **Job Assignment Ends**

If a job assignment ends and Express did not contact you first to end the position but you were released by the client, call Express immediately. Failure to call within 48 hours of the end of the assignment (and every 7 days thereafter) is considered job abandonment. Unemployment benefits may be denied in some states. To ensure your active status when not on assignment, call in / email your availability weekly (every 7 days) as mandated by state law. *Stated in Express Employment Handbook*

### **Calling In Late or Absent or Scheduling Time Off**

You must call Express at (517) 546-5627 and your assigned company attendance line prior to the start of your shift if you are going to be late or will not be able to go to work due to illness or injury. Failure to call will be considered an unexcused absence. The following information needs to be provided when calling in: 1.) Your first and last name 2.) Company and/or department you are working in 3.) Reason for absence or tardy 4.) Normal arrival time. Also, Express is your employer and will approve any time off before approaching your company. Failure to do so could result in an unapproved absence. Our office has 24 hour voicemail so call immediately and/or send an email to this email address.

## Holiday Eligibility

Express recognizes six paid holidays per year (New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day & Christmas Day). Associates qualify for holiday pay if; 1) they work 500 hours (excluding overtime) in 16 consecutive weeks ending one full week prior to the holiday week; 2) they are on assignment the week of the holiday; and 3) they've worked the scheduled workday before and after the holiday.

## Essential StaffCare Benefits

Through our managing partner, Essential StaffCare, Express can offer medical, dental, vision, short term and term life benefits to our Associates. These plans are offered during the interview process for the Associate to take home and review. Once an Associate is placed on an assignment, it takes a pay period to activate coverage and may take another pay period or two for the deduction to take effect. Associates have 30 days after starting an assignment to make any changes, additions or deletions to their coverage by calling (866) 798-0803.

## Express Brighton/Howell Website & Social Media

Check out the Express Brighton/Howell website at [www.ExpressHowell.com](http://www.ExpressHowell.com) on a daily basis to see the latest news, "Immediate Needs" job postings, newsletters, upcoming events and staff information. Use our website to indicate your availability and any changes in your contact information. Follow Express Brighton staff on Facebook, Twitter and Linked In by joining our groups and sharing the opportunity with friends & family.

## Veteran Friendly Employer

Express Employment Howell-Brighton has been recognized as a Bronze Level Veteran Friendly employer. This means we've made a commitment to employ Veterans and their spouses with skills earned in the service that's transferrable to local companies. Please contact us with any questions how we can assist with documentation and transcripts you may need.

## Workplace Pro

Workplace Pro from Express Employment Professionals is a tool for people who want to excel. Whether you're starting your first job, reentering the workforce, or ready to explore new opportunities in a different field of work, the Workplace Pro certification program is designed to enhance your skills and prepare you for success. Express is proud to provide Workplace Pro at no charge to Associates focused on self-improvement. Register today for the self-paced certification that best supports your development goals and begin completing courses that provide insight and instruction on in-demand skills needed for today's workplace.

**Step 1:** Register for the certification that fits your development goals.

**Step 2:** Complete the required courses. After you have registered, begin completing the required coursework for the certification. This is a self-paced program that allows you take the courses according to your schedule.

**Step 3:** Upon completion of the selected certification track, you will receive a digital badge and certificate. Visit <https://expresspros.com/workplacepro/>

## ExpressLearn Available to Associates

Express Employment Professionals is excited to offer ExpressLearn, an opportunity to learn new skills that could help you advance your career and reach your goals! ExpressLearn is an educational program featuring a variety of flexible courses in high-demand fields. These online, mobile-friendly courses are developed for busy, people like you, enabling you to build your knowledge at home or on-the-go. Express Associates can access all ExpressLearn courses for 30 days after registering for the program which is completely FREE! Take the next step towards enhancing your skills with ExpressLearn. Visit <https://expresspros.com/expresslearn>