

2160 Grand River Annex, Suite  
200  
Brighton, MI 48114  
P: (517) 546-5627  
F: (517) 546-0799  
[www.ExpressHowell.com](http://www.ExpressHowell.com)

## THE EXPRESS INSIDER

**May 2023**

**In This Issue:**  
"Express Celebrates  
40 Years as a Staffing  
Industry Leader"

**Associate Referral  
Bonus**

**Associate of the  
Month**

**Top Jobs..  
Call us today!**

**Online Paycheck  
Website**

**Ending  
Assignment Policy**

**Attendance  
Procedure**

**Holiday Eligibility**

**Essential StaffCare**

**Website & Social  
Networks**

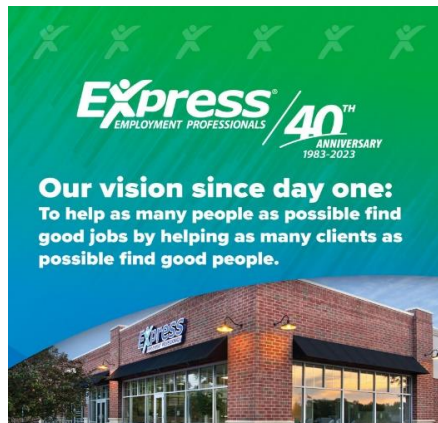
**Veteran Friendly**

**ExpressLearn**

**Workplace Pro**

**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!



### EXPRESS CELEBRATES 40 YEARS

From job seekers to client companies, Express helps people thrive and businesses grow. Our international network of franchises offers localized staffing solutions to the communities they serve and have employed more than 10 million people since our inception.

This year, Express Employment Professionals is proud to celebrate four decades of successfully connecting great people with great companies in the communities we serve around the world!

### The Beginning of a Global Brand

Express Employment International, franchisor of the Express Employment Professionals franchise and related brands, was established in 1983 by Robert A. Funk, William H. Stoller, and James Gray, who created the company after the dissolution of Acme Personnel, a Washington state-based company with which all three were associated.

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, Christine,  
Amber, Kayce, Liz  
& Reggie*



That first year, Express Employment Professionals, headquartered in Oklahoma City, was able to generate gross revenues of \$2 million despite the depressed economy. Following this success, the partners set their sights on large-scale growth and advanced toward expansion through franchising Express in 1985.

From the outset, the company experienced phenomenal growth. Within five years, Express was ranked among the top staffing firms in the United States and was recognized by The Inc. 500 Index ('88) as one of the fastest growing privately held companies in the country.

In 1999, the company topped \$1 billion in sales and by 2005 had a franchise network of 500 Express locations. Today, Express has more than 860 franchise locations in the U.S., Canada, South Africa, Australia, and New Zealand.

## ASSOCIATE OF THE MONTH

### April 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 **Tre M.** who has been described as one of the best operators and has a positive attitude. He's had perfect attendance not missing a single day. Way to go Tre!

## MAY REFERRAL PROMOTION



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



## EXPRESS BRIGHTON / HOWELL TOP JOBS

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

- Shipping & Receiving / Forklift - Howell /Brighton \$16 hr - \$18 hr
- Foam Mold Operator - Brighton \$16 hr - \$17 hr
- CNC Machine Operator - Brighton \$19.50 hr - \$23.50 hr
- Janitorial - Dexter \$16 hr
- Die Setter (Temp) - Whitmore Lake \$20 hr+
- Maintenance Tech - Whitmore Lake \$25 hr - \$28 hr
- Screw Machine Operator - Dexter \$18 hr - \$25 hr
- HR Assistant - Howell \$19 hr - \$22 hr
- Mechanical Engineer - Brighton \$80K - \$100K
- Packaging Engineer - Belleville \$90K+
- Maintenance Manager - New Hudson \$75K+
- Purchasing Manager - Tecumseh \$85K+

## 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](http://www.ExpressHowell.com) 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](http://www.ExpressHowell.com) to indicate your availability and any changes in your contact information. Follow Express Brighton staff on [Facebook](#), [Twitter](#) and [LinkedIn](#) 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 made 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>

