

Fall



Stanford Contingent Workforce Program Managed by Manpower

October 2009



A new school term is under way and you need some extra help... but you can't remember exactly how to place an order through the SCWP for a temporary worker. *Not a problem!* In fact, it's just a phone call away. Our SCWP On-Site team is there to help you, one-on-one, anytime at 650-846-2200 or 650-725-2740. Or, if you're a do-it-yourselfer, visit our website, www.manpoweratstanford.com for InSite Quick Reference Guides or the more complete training manual. We'll make sure you have the best possible candidates in the shortest amount of time...because that's what we do!



Stay on top of industry issues

Take advantage of our resources and connect with leading workforce, safety and management experts to learn pragmatic and useful practices and processes. We cover business related topics such as hot industry trends, employment law, employee screening, training, and retention to make sure you stay on top of what's going on in the changing world of work. We offer:

- Free webinars
- Continuing education credits

Our 60-minute webinars consist of a 40-minute PowerPoint presentation and 20 minutes of Q&A. During the year, we typically hold one webinar near the end of each month. (Please keep in mind that because our audiences for the webinars are in different time zones, we always try to schedule mid-day.)



Answers to More of the World's Scariest Employment Law Questions

Join Manpower on Wednesday, October 28 (9:00 a.m. Pacific)

For more information and to register go to:

http://www.us.manpower.com/employers/webinar_series.jsp

H1N1 Influenza Virus

SCWP is paying close attention to the outbreak of the H1N1 influenza virus through local efforts and an organized team of decision makers located at Manpower's world headquarters in Milwaukee. We are utilizing the Centers for Disease Control and Prevention for guidance and information that will help protect the health and welfare of our employees. We have developed flyers in both English and Spanish that we are distributing to all suppliers and employees explaining the guidelines.

The CDC recommends that anyone with symptoms stay at home until any fever is gone for at least 24 hours. If a worker is visibly ill with symptoms of H1N1, it is appropriate for a manager to request that the worker goes home. In those cases, SCWP will work to immediately fill that position with another worker. We are also prepared to fill positions for your permanent staff as they recover.

SCWP On-Site team



Kelly Adamkiewicz
On-Site Manager



Geraldine De Manuel
On-Site Coordinator



Vickie Fuller
On-Site Coordinator



Ken Lui
Staffing Specialist



Elizabeth Lopez
Receptionist

On-Site Office: 340 Bonair Siding Rd., Procurement Offices, Stanford, CA 94305-7250

650.846.2210 or 650.725.2740

Branch Office: 3825 El Camino Real, Palo Alto, CA 94306

Approved Vendors – the following staffing suppliers are participating members of the SCWP program. They are fully insured, perform required background tests, conduct a standardized Stanford orientation, provide benefits to employees and charge the negotiated mark-up rates. Most importantly, with access to all of these suppliers with one job posting, you get the best qualified candidates in the shortest amount of time.

Acrobat Staffing	Aerotek	Bayside Solutions, Inc.
CLP Resources, Inc.	Insight Global, Inc.	Manpower
Manpower Professional	On Assignment Staffing	Pegastaff
Spherion Corp.	Superior Staff Resources	Talent Space
The Norland Group	West Valley Staffing Group	XCEL Solutions, Corp.

Can you fill the position I have open? Easily! Take a look at the positions we have filled throughout 2009 and keep in mind we are structured to fill ANY need you might have – temporary, temp-to-hire or permanent placements.



Animal Care Assistants, Application Software Developers, AV Support, Buyers, Cable Technicians, Clerical, Custodial Services, Data Entry, Desktop Support, Dining Support, Distribution Coordinators, Document Control, Events Coordinator, Financial Analysts, Graphic Designers, Help Desk Specialists, Hospital Administrative Support, Housekeeping, Janitorial, Human Resources, Library Specialists, Mail Room Clerks, Maintenance, Materials Assistants, Mechanics, Medical Technicians, Network Technicians, Payroll, Production Specialists, Project Administrators, Project Managers, Quality Assurance, Research Assistants, Science & Engineering Assistants, Systems Engineers, Trades, Web Developers, Web Maintenance

