

PRUE TURNS TWO!

Prue Allen
Administrator



It's Prue's 2nd yr anniversary at Credit Recruitment.

Prue's role is highly demanding catering to the needs of the North Ryde team and does a seamless job of ensuring the branch runs smoothly at all times.

Prue is the first point of contact for the North Ryde office.

She greets our candidates and ensures they are comfortable and well settled prior to interview with us. She organises their paper work and prepares their resumes.

Prue provides exceptional customer service relating to temp queries. She also ensures that our temps pays are submitted on time, explains the E-Timesheet system properly and that timesheets are accurate.

Congratulations Prue on 2 years of service.

EASTER TIMESHEET CUT OFF

Easter Weekend 2 - 5 April, 2010 -

The deadline for timesheets over the Easter weekend is **4pm Thursday 1 April, 2010** for both e-timesheets and faxed. Pays will be paid into your account overnight Tuesday 6 April 2010.

Anzac Day Weekend 23 - 26 April, 2010 -

Deadline for timesheets over Anzac Day Weekend is **4pm Friday 23 April, 2010** for both e-timesheets and faxed. Pays will be paid into your account overnight Tuesday 27 April 2010

Late timesheets will be processed in the following week's pay

ARE YOUR EXCEL SKILLS UP TO DATE??

Excel experience is a skill that is now highly sought after in the Credit arena. Being able to download from your ERP system into Excel to reconcile your accounts is used by most Credit Officers. V-lookup, ability to manipulate data and write simple formula's is commonly asked for by clients requesting temp staff.

Credit Recruitment has testing facilities at our **North Ryde** and **Parramatta** offices if you would like to book a time to test your current skills and see what area's you may need training. Don't hesitate to call and book a time.

ADVANTAGES OF TEMPING...

- **Temp work allows you to pick up additional skills.** Often you are covering several duties and roles and you are not being pigeonholed into one description. Also you have the opportunity to learn new computer packages that you haven't previously used
- **Temp work gives you the chance to try different industries** and it helps you gain the experience in the industries that you may be looking to secure a permanent role
- **Temp work offers flexibility.** You can choose the assignment you want – now you can plan those holidays you have been putting off for so long or take up further study.
- **Temp work is about variety.** It allows you to be a part of exciting teams and it allows you to work with some of Sydney's premier organisations.
- **No gaps in your resume.** With temp work you are adding skills to your resume. It also means that you are adding ugly gaps between permanent positions.
- **Temp work can sometimes lead to permanent opportunities.** Not all roles will go permanent, however, here at Credit Recruitment we have seen many temporary roles unexpectedly lead to permanency.
- If you are immediately available and searching for permanent work it will **provide you with an income during your search for that right role** and it will take the financial pressure off ensuring you are not forced to take a first permanent role offered – which many times is not the role you want

AICM TRAINING COURSES

The AICM (Australian Institute of Credit Management) courses address topics including: collection techniques; credit evaluation; risk management; debt recovery strategies; compliance with legal requirements; credit policy; account management and key management skills (subject to VETAB approval). Visit their website for more information www.aicm.com.au

PARRAMATTA TEMP OF THE MONTH

Martina

Martina's manager states that she is a "much valued team member within Risk team, her enthusiasm and productivity is impressive, in addition to her ever enquiring mind. As Head of Credit Risk I would have no hesitation in saying that Martina does make a difference to my team"
Congratulations Martina, this is a well deserved award!

NORTH RYDE TEMP OF THE MONTH

Brenda

Reliable and tenacious, she has been covering the maternity leave of a key member of the credit team dutifully for over 6 months. She has easily slotted into their role and to the friendly, warm team environment within the company. Her line manager has only good things to say about her both her commitment and credit skills.

Keep up the good work Brenda, thank you for your efforts!

CITY TEMP OF THE MONTH

Kevin

This is a well deserved award as Kevin is doing an outstanding job in his current assignment, his manager describes him as being "focused and very innovative" he is not only achieving his targets, he has also undertaken to provide new ways to streamline processes.

Thankyou Kevin for doing such a great job and being a marvellous ambassador for Credit Recruitment!