



CAPITAL AREA
STAFFING SOLUTIONS



BANGOR AREA
STAFFING SOLUTIONS



September 2024

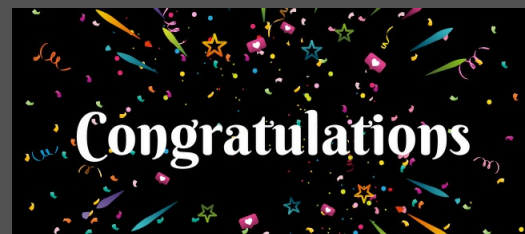
CASS & BASS Field Employees

IMPORTANT TIMECARD NOTICE

As always, please remember to submit your timecard 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.

CASS & BASS offices will be closed on Monday, September 2nd for the Labor Day holiday!

If you have upcoming plans that require time off from work:
Please be sure to notify us as soon



Please join us in congratulating the following Field Employees, who were hired by our Clients in August!

Alice Murphy
Jaeleen Aranda
JoAnn Fuller
Erin Wilcox

as possible! The sooner we know, the better we (and our Clients) will be able to prepare for your absence.



SO MANY CAREER OPPORTUNITIES!

Please visit our website at [Capital Area Staffing.com](http://CapitalAreaStaffing.com) for a list of all current openings!

Augusta

Machine Operators
Housing Specialist
Commercial Tire Tech
Finance Associate
Payroll Specialist
Teller
Exec. Assistant
Asset Mgr. II
Weatherization Tech Supv.
Multi-Family Loan Ofc.
Loan Servicing Asst.
Outreach/Education Coord.
Accounts Payable
Development Coord.
Receptionist
Optometric Tech.
Patient Services Rep.
Optician
Acctg. Asst./Payroll

Bangor

Painting/Property Maintenance
Project Manager - Restoration
Accountant
Customer Service Rep
Accounting Assistant



Dates

- September 2nd is Labor Day
- September 11th is Patriot Day, in honor of those who died in the September 11, 2001 terrorist attacks.
- September 13th is Kids Take Over the Kitchen Day!
- September 17th is Constitution Day, celebrating the adoption of the U.S. Constitution, which occurred on September 17, 1787
- September 19th is International Talk Like a Pirate Day!
- September 22nd marks the start of fall! This year's Autumnal Equinox occurs at 8:44 A.M. EDT.
- September is National Happy Cat Month!

This September's full moon is the **Harvest Moon**, which reaches its peak illumination Tuesday, September 17th, at 10:34 P.M. EDT. The full moon that happens closest to the Fall Equinox is always known as the Harvest Moon. On years where the Harvest Moon occurs in October, September's full moon is called the Corn Moon.

September's birthstone is the **Sapphire** and birth flowers are the **Aster** and **Morning Glory**.



Work-Life Balance:
Tips for a Balanced and

Machine Operators
Receptionist/Scheduler
Front Desk - Eyecare
Admin/Accounting Clerk PT
Manufacturing Associates
Forklift Operator/Warehouse
Evening Janitorial PT & FT
SQF Practitioner



Parmesan Roasted Potatoes

**Crispy and Cheesy Potatoes
with a Golden Crust**

Ingredients

- 1.5 lbs baby potatoes, halved or quartered
- 3 tbsp olive oil
- 1/4 cup grated Parmesan cheese
- 1 tsp garlic powder
- 1 tsp dried rosemary or thyme
- Salt and pepper to taste

Instructions

1. Preheat oven to 425°F.
2. Toss potatoes with olive oil, Parmesan cheese, garlic powder, rosemary, salt, and pepper.
3. Spread on a baking sheet in

Productive Autumn

As we transition into autumn, it's essential to adjust our routines to maintain a healthy work-life balance. Here are some practical tips to help you stay on track:

1. Establish a Routine

Create consistent morning and evening routines to set the tone for your day and unwind after work. A clear routine helps manage time and reduces stress.

2. Manage Your Time Wisely

Use planners or digital calendars to prioritize tasks and schedule regular breaks. Effective time management ensures you have time for both work and personal activities.

3. Stay Active and Healthy

Engage in outdoor activities like walking or biking to enjoy the autumn weather.

Incorporate seasonal fruits and vegetables into your meals to keep your energy levels up.

4. Focus on Mental Well-Being

Practice mindfulness techniques like meditation or deep breathing to reduce stress. Stay connected with friends and family to maintain emotional support.

5. Schedule Downtime

Take time off when needed and unplug regularly from work and technology. Rest and relaxation are crucial for maintaining creativity and

a single layer.

4. Roast for 25-30 minutes, until crispy and golden, flipping halfway through.



resilience.

6. Plan Ahead for the Holidays

Start preparing for the holiday season now to avoid last-minute stress. Planning ahead allows you to enjoy the festivities without feeling overwhelmed.

Closing Thought:

Work-life balance is about finding a sustainable rhythm that allows you to thrive in both your professional and personal life. As we move into autumn, let's prioritize our well-being and support each other in maintaining balance.



Capital Area Staffing Solutions, Inc. Bangor Area Staffing Solutions

~Your Partners in Staffing~



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