



Sutter County One Stop

Employer Connection

April 1, 2007 Volume 2

Administrative Assistant Seminar

Register now!
Space is limited

April 24, 2007
8:15AM – 12:30PM
at Ruthy's Restaurant

Learn practical ideas, strategies and solutions that can be implemented in your professional and personal life. This is a day to be appreciated, pampered, network, and grow.

Massage your mind and energize your spirit in the workplace. You will learn techniques to eliminate stress and bring balance to your work day, team building activities, how to understand and communicate with difficult people and much more.

Keynote Speaker: Ruth Schwartz, High Performance Advocates

For more information please contact Heather Helmer at 530.822.5120 ext. 3015



Another Satisfied Customer

"As all business owners know, there is much to do when opening your doors for the first time. Selecting personnel is probably one of the most important decisions you make. Sutter County One Stop made the process painless. After discussing my needs, they took care of the rest. They advertised the positions, prescreened and tested the applicants, provided facilities to hold interviews, and offered incentives to qualified employees. It was like having my own personal Human Resources Department. It was very affordable, and everyone was courteous, friendly and a pleasure to work with. Michelle Diltz knew exactly what I was looking for, and treated Whiterock Cookie Company as if it were her own business. I was very happy with the service and personal attention I received. Since starting the company, I have recommended Sutter County One Stop to others, and look forward to working with them again in the future."

Lisa Martin, Owner
Whiterock Cookie
Company



If at First You Don't Succeed

"My motto was always to keep swinging. Whether I was in a slump or feeling badly or having trouble off the field, the only thing to do was keep swinging." -Hank Aaron

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Q: I'm wondering if you know anything about hiring people with disabilities. I recently hired someone who has a visual disability and she told me about some easy and inexpensive ways to adapt the computer to help her work more efficiently. What I'm wondering is do you have any information or resources that would help me know how to compensate for other disabilities. I'm hoping by learning more about what's available, that I won't be so apprehensive about hiring those with other disabilities in the future.

A: I have a couple of different resources I can recommend to you. Toni Costales-Servin is your North Central Counties Consortium Disability Program Navigator (DPN). She is located at the Sutter County One Stop. Toni provides convenient and easy access to disability information. Some services that the Navigator provides to employers include: information and training on programs, services, adaptive technology and accommodations and financial and tax incentives for hiring people with disabilities. Toni can be reached at 530.822.5120 ext. 3052. You can also find a Disabilities Resource Handbook online at the Sutter County One Stop website at <http://www.sutteronestop.com/DPN/index.htm>

Additionally, The Job Accommodation Network (JAN) is also a very useful resource. They have disability specialists that are available to answer your questions. They are geared to help you problem solve all types of issues surrounding disabilities in the workplace. Their number is 800.526.7234. You can also visit their website at www.ian.wvu.edu/.

Hot Topic

Did you know...

- Average cost to recruit an employee \$30,000
- Average cost to recruit an IT employee 125% of annual salary
- Average length of time in one job (except government) 3.5 years & dropping
- Average length of time in one job (25-30 year old range) 2.7
- Average length of time in one job (16-19 year old range) 8 months
- Number of people who resign from a job within one month 150,000
- Employees that have a strong attachment or loyalty to their employer 50%
- Satisfied employees that are committed and will stay for at least two years 24%
- Employees that are actively job searching 76%

Save Time & Money



Do you know who you are hiring?

Use our Prove It© testing system to verify or assess your future employees' skills!

Do you want potential employees to prove they have the skills and abilities needed for the job? Have them demonstrate their skills with our Prove It© testing system. There are over 100 tests to select from which include: Typing Tests, Customer Service Mindset, Bookkeeping/Accounting, Microsoft Office, Medical Terminology, Human Resource Basics, QuickBooks, Forklift Operation, Data Entry 10-key, Basic Bank Teller Skills, Math & Reasoning Skills, Safety in the Workplace, Spanish-English Bilingual, and much more.

For more information contact a member of the Business Services Team at 530.822.5120 or email us at sutteronestop@sutter.k12.ca.us

Featured Employer

The Sutter County One Stop provided services to Circle K on many different levels. Our Business Services Team helped the new owner find qualified employees. We advertised the available positions, pre-screened and tested the applicants, provided facilities to hold interviews, and offered incentives to qualified employees. The Sutter County One Stop also assisted them with all of their Human Resource questions. Circle K is part of Pacific Pride gas stations. They also have a mini mart with a wide variety of goodies. Circle K is located at 1466 Colusa Avenue, Yuba City.



Sutter County Superintendent of Schools • Jeff Holland, Superintendent