

OFFICE STAFFING DIVISION

At Winsor, we understand your staffing challenges, needs and requirements, and we thoroughly comprehend all the possible recruiting strategies necessary to generate the caliber of administrative professionals needed in your business. We have the most cost effective means for sourcing, recruiting, prescreening, qualifying, and placing skilled candidates.

Relax and be confident. Winsor can and will deliver a qualified office professional who can live up to your stringent hiring expectations. In fact, WE GUARANTEE IT!

SERVICES OFFERED

Temp	Qualified candidates available "On-Demand" for one day or longer.
Temp-To-Hire	Before hiring a full time employee on your payroll, take advantage of a short trial period without making a long term commitment.
Payrolling/Leasing	Bring on your personnel for an indefinite period of time --until you decide such individual(s) are worthy of hiring full-time.
Direct Hire	Winsor Staffing offers recruiting expertise for those higher skilled, hard to find, specialized candidates that need be recruited and metriculated directly to your payroll.



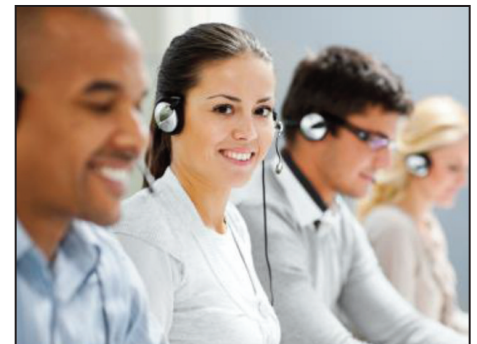
WINSOR OFFICE SPECIALIZES IN PLACING

Specializing in OFFICE support means that we are :

Exclusively dedicated to your administrative requirements

You reap the scale economies of a vast network and resource pool

- Executive Assistant
- Personal Assistant
- Office Manager
- Administrative Assistant
- Receptionist
- Marketing Assistant
- MailRoom Clerk
- Data Entry Clerk
- Customer Service
- Sales Associates – Inside Sales
- Sales Associates – Outside Sales
- Bookkeeping / Light Accounting
- QuickBooks



WINSOR BENEFITS & ADVANTAGES

The Winsor "**NO RISK**" contingency hiring program allows you to evaluate talent before you commit to making a hiring decision. Whether your needs are for a temporary basis, a temp-to-hire contingency, or a direct hire, if you are not satisfied for any reason with the caliber of candidate provided call us within the first few hours and we will work expediently to replace that associate.

Winsor is a **FULL-SERVICE DIVERSIFIED STAFFING COMPANY** offering flexible staffing alternatives: hire and lay off personnel to handle peak and slow cycle periods in your production and avoid subsequent costly pay roll burdens, such as FICA, FUTA and SUTA surcharges, Workers Compensation, Garnishments, W2 and similar administration processes and expenses.

Winsor offers **ASSURANCE WHEN IT COMES TO KNOWING AND CREDENTIALING OUR STAFF**. We maintain comprehensive HR/Personnel file on all our candidates to confirm worker eligibility, employment/background references checks and criminal/felony/fingerprinting profiles and reports, social security traces, drug and alcohol pre-hire, random testing and post-accident testing when called for.

Call Winsor today. Ask to speak to a staffing professional about our services, and have a consultant identify all the options available to help augment your staffing and hiring requirements at an affordable price.

