



CAPITAL AREA
STAFFING SOLUTIONS



BANGOR AREA
STAFFING SOLUTIONS



May 2024

FIELD EMPLOYEES

IMPORTANT TIMECARD NOTICE

Please remember to submit your time card no later than Friday afternoon. If you are working a weekend shift, please submit **no later than 8am** Monday morning.

CASS & BASS offices will be closed on Monday, May 27th for the Memorial Day holiday.

If you have upcoming plans that require time off from work:

Please be sure to notify us as soon as possible! The sooner we know, the better we (and our Clients) will be able



Dates and Fun Facts for May

- May 1st - May Day. This day is also "Lei Day" in Hawaii.
- May 5th - Cinco de Mayo, celebrating the victory of the Mexican Army over the French Army in the Battle of Puebla in 1862.
- May 12th - Mother's Day. Don't forget to plan something special for your mother!
- May 27th - Memorial Day. This day honors all those who died

to prepare for your absence.



Please visit our website [here](#) for a list of all current openings. Tell a friend!

Augusta Area

Administrative Asst. - *Augusta*
Patient Services Rep. - *Farmingdale*
Accounting Asst. - *Nobleboro*
Housing Finance Specialist - *Augusta*
Payroll/CSR - *Auburn*
Commercial Tire Tech - *Waterville*
Medical Insurance Specialist - *Augusta*

Bangor Area

Painter/Property Maintenance - *Bangor*
A/R Billing - *Holden*
Eyewear Specialist - *Bangor*
HR Generalist - *Bangor*
Front Desk Receptionist - *Ellsworth*
Forklift Operator - *Old Town*
Janitorial - *Belfast*
Manufacturing/Machine Operator - *Old Town*
Dental Hygienist - *Bucksport*



The rain that's falling soft and slow
Has set the tulip bed aglow,

while serving in the US Armed Forces.

- May is Get Caught Reading Month and National Good Car-Keeing Month

May's full **Flower Moon** will rise on Thursday, May 23rd. As you may guess, it's name comes from the flowers that begin to bloom this time of year!

May's **Birthstone** is the Emerald and **Flowers** are the Hawthorn & the Lily-of-the-valley,

Fun Facts

- "May" is likely named after the Roman goddess Maia, who oversaw the growth of plants.
- There are two zodiac signs in May. Taurus, which is until May 20th, and Gemini, which is May 21st and onwards.
- May was once considered an incredibly ill-omened time to get married. There's an adage for it actually, which goes: "Marry in May and you'll rue the day." It's not clear where exactly the saying comes from.
- Every year there is a particular meteor shower in May called the Eta Aquariids meteor shower. Discovered in 1870, this meteor shower passes by Earth between April 19 and May 28. It's easiest to view it from the equatorial regions of the world and can be glimpsed passing by just before dawn.
- The Empire State Building opened its doors on May 1, 1931. At the point of its construction, it held the record for being the tallest building in the world.
- In any given year, no month ever begins or ends on the same day of the week as May does.
- Blue Jeans were invented in May of 1873 by Levi Strauss and Jacob Davis.

A flaming mass of color.

And oh, the yellow and the red

Against the blackness of the bed—

The garden seems enchanted.

—Alice Baker



Please join us in Congratulating the following Field Employees, who were hired on with our Clients in April!

- ~ Nicole Lester
- ~ Barbara Keehfuss
- ~ Tabitha Van Deusen
- ~ Jessica Varner
- ~ Logan Farrar



Keeping Your Resume Up-To-Date

Even if you aren't planning on applying for a new job any time soon, it's a good idea to periodically update your resume whenever you gain new skills or qualifications. Not only will it help you save time when you're ready to apply for a new job, it can help you be prepared to pursue an unexpected opportunity like a promotion. Here are some tips on keeping it updated:

1. **List your current contact info.** Make sure your phone number, email, and location are all correct. If you have a professional online networking profile or portfolio, include that too!
2. **Write a new summary.** Your experience level, skills, and experience are always changing; make sure this is reflected in the summary at the top of your resume.
3. **Add resume keywords.** Review job

A Taste of Spring!
You likely either love this
Maine staple or hate it!



Cream of Fiddleheads Soup

Ingredients

- 1-1/2 cups fiddleheads, cleaned and finely chopped
- 2 tablespoons butter
- 2 cubes chicken bouillon or 2 teaspoons chicken bouillon granules
- 1 small onion, minced
- 1 clove garlic, minced
- 2 cups milk
- 2 cups heavy cream
- Salt and freshly ground black pepper, to taste

Instructions

1. Steam the fiddleheads for 10 to 12 minutes or until tender. Set aside.
2. In a saucepan, melt the butter and bouillon cubes over medium heat. Add the fiddleheads, onions, and garlic, and cook for 10 minutes.
3. Add the milk, stir frequently, and heat thoroughly. Add the cream, stir to incorporate, and season with salt and pepper. Serve steaming hot.



postings or search online for industry-specific keywords and incorporate those into your resume.

4. **Highlight relevant work experience.** Make sure you're adding the new skills you've gained! And as you gain experience, some responsibilities in older jobs may be less relevant to new positions you seek and it is ok to remove those from your resume.
5. **Include your most recent education.** Whether college coursework, on-the-job certifications, or otherwise, make sure this is updated! It shows employers your commitment to advancing your skillset and knowledge.
6. **Review the formatting and content.** Make sure the formatting on your resume looks neat and clean. And be sure to proofread your resume too; spellcheck is great but won't catch everything. Don't be afraid to ask friends or colleagues to review it for you too.

Capital Area Staffing Solutions, Inc. Bangor Area Staffing Solutions

~The People You Trust~
~The Jobs You Want ~



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