



CAPITAL AREA
STAFFING SOLUTIONS



BANGOR AREA
STAFFING SOLUTIONS



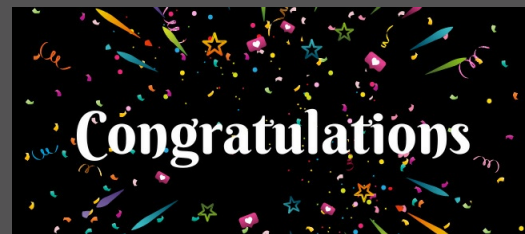
August 2024

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.

The SUMMER months are here! If you have vacation 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



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

Melissa Dowe



Maine Waterfalls

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

Inspector/Packer
Machine Operators
Administrative Asst.
Housing Specialist
Commercial Tire Tech
Finance Associate
Payroll Specialist
Administrative Coord.
Reception/ Admin. Asst.

Bangor

Painting/Property Maintenance
Accountant
Machine Operators
Receptionist/Scheduler
Admin/Accounting Clerk PT
Manufacturing Associates
Forklift Operator/Warehouse
Evening Janitorial PT & FT
Day Janitorial FT
SQF Practitioner

Experience the natural beauty of Maine by visiting its stunning waterfalls! Each waterfall offers a unique glimpse into Maine's rugged wilderness and promise an unforgettable escape into nature's splendor. Come explore and be enchanted by the natural wonders that await!

- *Austin Stream, Moscow
- *Cold Stream Falls, Johnson
- *Mountain Twp
- *Grindstone Falls, Grindstone, ME
- *Sawtelle Falls, Twp 6, Range 7
- *Shin Falls, Twp 6, Range 7
- *Pierce Pond Stream Falls, Carrying
*Place Twp
- *Parlin Falls, Parlin Pond
- *Moxie Falls, Moxie Gore
- *Houston Brook Falls, Pleasant
Ridge
- *Heald Stream Falls, Bald Mtn Twp
- *Grand Falls, Twp 3, Range 4
- *The Falls, Sandy Bay

August's birthstone is the Peridot and birth flowers are the Gladiolus and Poppy.



National Simplify Your Life Week takes place this year from August 7 through 13, and encourages people to focus on the physical and psychological areas of their life that could use a little simplification.



Blueberry Crumble

- 3 pints blueberries
- 3/4 cup flour, divided
- 1/2 cup sugar
- 2 tablespoons fresh lemon juice
- 1 teaspoon grated lemon zest
- 1/2 cup coarsely crumbled gingersnaps
- 1/2 cup brown sugar
- 6 tablespoons (3/4 stick) cold unsalted butter, cut into 1-inch pieces
- pinch of salt

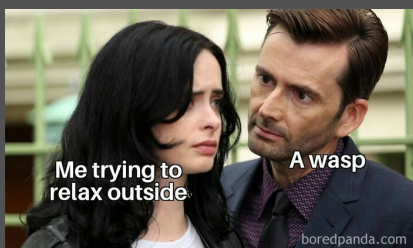
INSTRUCTIONS

Lightly mist a 10 x 8-inch aluminum-foil pan with nonstick cooking spray.

In a nonreactive bowl, combine blueberries, 1/4 cup of flour, sugar, lemon juice, and lemon zest, then gently toss to mix. Spoon in blueberry mixture into prepared pan.

Place gingersnap crumbles, brown sugar, and remaining 1/2 cup of flour in a food processor and process until a coarse powder forms. Add butter and salt, then pulse until crumbly. Spoon mixture over blueberries.

Bake at 375° until the topping browns and the berries are bubbling, 40 to 50 minutes.



Here's a few tips!

Manage your focus, not your time - It's easy to schedule every minute of your day with a huge to-do list, but it's much harder to predict the right circumstances to focus on a complex spreadsheet or write a presentation. **Instead of managing your time, manage your attention.** When are you most creative or energetic? When could you use a break for something mindless? Spend a few minutes at the start of each day to plan out your must-do tasks.

Debrief the day - Spend a few minutes at the end of the day assessing how things went. Did you accomplish everything on your list? Did you get hungry or sleepy during the midafternoon slump? Did you block out the right amount of time for tasks? By reassessing how things went, you can better plan the next day.

Prioritize your tasks - We have such good intentions when we write our to-do lists. Then the inevitable "urgent" task pops up. **Some advice:** Do the hardest or most annoying things first. Otherwise, you'll spend all of your time doing little things to avoid it.

Learn to delegate - Are you a "Yes" person? Are people always asking you to help out on new projects, review presentations or sit in on candidate interviews? Most diligent workers want to show dedication and a team-player attitude. But it's not always the best use of your time, or the company's. If something makes the most of your talents, say yes! But if it's a distraction or doesn't take advantage of your skill set, suggest someone who's better suited.

Perseid meteor shower: The beautiful Perseids are supposed to peak between August 11 and 13, 2024, with the best time to view between midnight and dawn.

Capital Area Staffing Solutions, Inc.
Bangor Area Staffing Solutions
~Your Partners in Staffing~



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