



# Temp News

## What is your Workplace DNA?



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We all strive for success in what we do both personally and professionally. Success in the workplace requires both hard (technical) and soft skills. Regardless of the industry or nature of the job, there are certain key qualities (or DNA) that are desirable for employees to succeed.

We can ask ourselves...how many of these characteristics do we possess as part of our workplace DNA?

**1. Professionalism --** Being polite, well-spoken, calm and presentable is all part of being professional at work.



**2. Dependability, reliability & responsibility --** Take responsibility for your actions, be dependable, arrive on time, follow instructions and try not to let the others in the team down.



**3. Willingness to learn --** Hard skills attained through education are not always enough for good employees. It helps to be open minded to new ideas and when appropriate, share thoughts and personal insights with the team.



**4. Honesty & integrity --** Telling the truth is always the best practice whether it is good news or not-good news. The key is to communicate the facts effectively and respectfully.



**5. Problem-solving abilities --** Employees who work on something until it is solved, or completed, and who bring their best efforts to solve problems are considered valuable assets.



**6. Positive attitude --** A positive attitude at work that sincerely exhibits an attitude of positivity can in turn have a positive impact on those around them, improve the energy of the team and ultimately improve productivity.



**7. Ambition --** It is said that ambition is enthusiasm with a purpose. Employees that have a clear career plan or goal, and work toward those goals, have a much better chance for advancement and success.



## C&S Business Services sponsors 2021 Graduate Gallery Contest

Do you know someone who has recently graduated from high school &/or college? If so, you'll want check out this opportunity to win a \$250 Best Buy gift card from C&S while giving them a personal shout out and posting their photo!

C&S is the exclusive sponsor for the Jefferson City News Tribune's Class of 2021 Gallery that includes a chance to win a \$250 Best Buy gift card. Here's how to enter...

- Go to [www.newstribune.com/special-sections/contests/](http://www.newstribune.com/special-sections/contests/)
- Upload a photo of your graduate(s) along with your congratulatory remarks
- Follow the prompts to enter for chance(s) to win a \$250 Best Buy gift card from C&S Business Services!



**WIN A \$250 GIFT CARD TO BEST BUY**  
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**C&S BUSINESS SERVICES, INC. SINCE 1971**

Whether you're searching for summer employment or ready to enter the workforce, C&S Business Services Inc., can help get you started in the right direction!

**ENTER A PHOTO OF YOUR GRADUATE AND YOU COULD WIN**

The deadline to enter is June 13.

And speaking of graduates, C&S has a number of job opportunities for graduates seeking summer employment or are ready to enter the workforce. Check out details on our website and apply today!

**CONGRATULATIONS,**  
**2021**  
*Class of*



### What's happening in June:

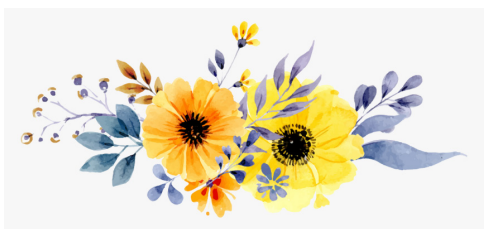
**June 13** – Deadline to enter 2021 Graduation Gallery contest (see details in story to the left)

**June 14** – Flag Day

**June 19** – Juneteenth

**June 20** – Father's Day

**June 20** – First Day of Summer



### Permanent Placements

The following employees were recently offered and accepted permanent employment at their job assignments. C&S would like to congratulate and thank each of these individuals for their hard work and dedication!

**Windy Taylor**  
**Brenda McKay**  
**Scott McHenry**  
**Samuel Westcott**  
**Dallas Ahlers**

### Message from C&S President Paula S. Benne



"There is no disputing that the past year or so has been challenging. I am proud that C&S Business Services was able to modify the way we operate and continue to serve our employees and clients.

The C&S staff strives to do our very best in meeting the staffing needs of our clients by providing them with quality candidates. We want to thank all of our valued clients and employees for their loyalty to C&S and look forward to serving all of you in better days to come!"

### Thought for the Month...

