

I hope that you are surviving these slightly cooler temperatures, it certainly feels like the middle of winter and although the winter can give us clear, crisp days the average June temperature range in the South Island sits between 1-12°C.

We are not even half way through the year but it is hard to escape talk of the upcoming 3 Ed Sheeran concerts in March/April 2018 at the Forsyth Barr Stadium, Dunedin. This is going to be a phenomenal event for Dunedin and the wider region with an expected \$50 million dollars to be pumped into the Dunedin economy over the days of the concert, more than 110,000 fans are expected to pack the stadium over March 29th, 31st and April 1st with an additional 35 flights booked to cope with the influx of people into Dunedin. Hard not to get excited by that!

Speaking of exciting; have you checked out our Facebook page? We have a lot of activity on there at the moment (and lots of exciting stuff coming up as well) from tips and information, new jobs that are being posted daily and competitions. So if you have not 'Liked' our Facebook page, please make sure you hop on-line and do so.

There are also a number of jobs that are available but do not get advertised, this is because they are filled from our talent database. If you are looking for a change of direction and you are not registered with us I strongly recommend that you pop in and register to make it onto our talent database. From there if an opportunity pops up that is not advertised, we can match your skill-set to the opportunity.

If you have any queries about the registration process please check out [select.co.nz/job-seekers/registration](https://select.co.nz/job-seekers/registration), give us a call on **03-4770873** or just pop in and see one of the team at Select Recruitment at **Level 2, 330 Moray Place** which is directly opposite the Countdown supermarket.

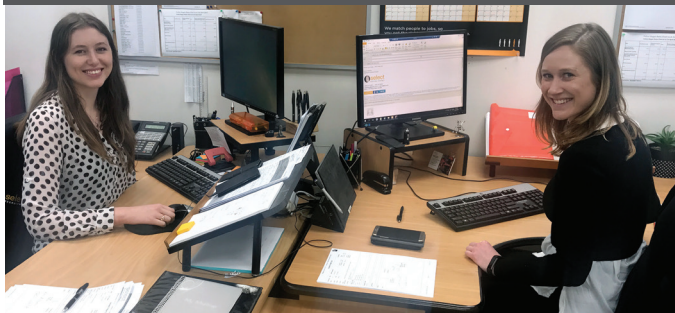
**Karen Bardwell – Managing Director**

## YOUR NEXT OPPORTUNITY MIGHT BE HERE!

[select.co.nz/Job-Board](https://select.co.nz/Job-Board)  
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BROOKLYN MIDDLETON (LEFT) & GEMMA MULDREW (RIGHT)



a reactive desk matching the right candidate to each position. The industrial team look for candidates with relevant experience in various industries but also for those with a strong work ethic who may be returning to the work force, looking for their first job or wanting a change in career. Temporary employment is a great foot in the door and provides candidates exposure to businesses/jobs they mightn't have considered nor had the opportunity to trial.

## MEET THE INDUSTRIAL TEAM

Meet our temporary industrial team, Gemma our Industrial Recruitment Manager and Brooklyn our Candidate Resourcer. The industrial division covers all areas of temporary labour hire, including factory hands, truck drivers/operators, traffic controllers and rubbish runners. They recruit for all temporary roles; this can range from 1 day assignments to ongoing work across many different sectors.

The nature of the work Gemma and Brooklyn manage is fast paced; roles can be called in at short notice, they are constantly increasing their pool of industrial candidates. It is



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## HAZARD OF THE MONTH: WINTER WELLBEING TOP TIPS

**Keep yourself and your family healthy this winter! Here are our wellness tips to help you spend your time doing the things you enjoy, instead of staying at home and feeling unwell this winter.**

**WASHING HANDS:** Winter illnesses are easily spread by our hands. So remember to wash your hands regularly and correctly, especially after using the toilet and before preparing food.

**EXERCISE DAILY:** Just a 30 minute walk outside each day gives you some fresh air and really helps your body get stronger to fight off those winter colds and flu.

**EAT HEALTHY / STAY HYDRATED:** Eating a healthy diet helps build your immune system and keeps you feeling and looking well. Enjoy a good selection of fresh vegetables with some lean protein and try to reduce sugar and salt in your diet. Drink at least eight glasses of water each day.

**COUGHS AND SNEEZING:** If you are coughing or sneezing then you may be spreading bugs, and the best way to avoid this is to stay away from work or school.

**QUIT SMOKING:** If you do smoke, then smoke outside and away from enclosed spaces and never smoke around children. If you do want to stop smoking, don't do this alone instead visit [www.quit.org.nz](http://www.quit.org.nz) for support.

**SLEEP:** Regular sleep is vital to staying healthy. Don't let yourself get run down. Those who aren't well rested are more likely to get sick.

### **Health advice is only a phone call away!**

If you are feeling unwell you can get free health advice from trained registered nurses by phoning Health Line - a 24 hour 7 day a week service on **0800 611 116**.

## USEFUL LINKS

**[business.govt.nz/worksafe](http://business.govt.nz/worksafe)** Keep up to date with the New Regulations regarding the Health and Safety at Work Act.

**[habitatwork.co.nz](http://habitatwork.co.nz)** An educational tool promoting self-help and problem solving for preventing and managing discomfort, pain and injury.



## WELCOME TO THE TEAM

**WENDY JOHNSTON**  
Administrative Assistant

Wendy's role as Administrative Assistant provides valuable support across all divisions of the business. Wendy has extensive experience in financial banking and customer services roles which have provided her with great attention to detail and a systems orientation. Her willingness and drive to assist our business ensures information is accurate and readily available, so that we can promptly place great candidates.

## WORKSAFE CODES OF PRACTICE

Codes of practice are documents that offer an approved method of achieving compliance with regulatory requirements.

**[www.worksafe.govt.nz/worksafe/information-guidance/guidance-by-industry/hsno/hsno-codes/completed-hsno-codes-of-practice-by-type](http://www.worksafe.govt.nz/worksafe/information-guidance/guidance-by-industry/hsno/hsno-codes/completed-hsno-codes-of-practice-by-type)**



**[health.govt.nz](http://health.govt.nz)** Call Healthline on 0800 611 116 for free advice from trained registered nurses.

**[acc.co.nz](http://acc.co.nz)** Find useful information on injury management (return to work/rehabilitation) processes.

## IMPORTANT REMINDERS TO ALL TEMPS

- To ensure you are paid on time you must have an accurate & signed (by your site supervisor) time-sheet to Select by **9.00am each Monday**.
- Ring immediately or at least 1 hour before you are due to start work if you can't attend work because you are sick (**a txt message is not acceptable**).
- Make sure you wear all safety gear (PPE) AT ALL TIMES. Regularly check the condition of your PPE gear and equipment eg: the soles of your steel capped boots.
- Report all accident/incidents immediately by ringing Select on **(03) 477 0873**.
- Follow all Health and Safety procedures on site.
- Ask your supervisor if you have any safety concerns and report any hazard immediately to help prevent accidents.



## SELECT RECRUITMENT YOUR NEXT OPPORTUNITY MIGHT BE HERE

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