

**Volume 6&7, Jul/Aug 2016**

The Olympics are only a few days away and even if you are not a sports fan I find that the Olympics has a very broad appeal/following and every New Zealander gets a chance to celebrate in our athletes successes.

Did you know that we have won 103 medals at the Olympics and in 2012 at London we had 13 Medals (6 Gold, 2 Silver and 5 Bronze) and I know that the New Zealander's representing our Country will certainly be trying to achieve that number or better it in Rio.

On a local scene; those nights seem to be drawing out and spring is just around the corner. I think the winter has been one of the warmest on record and I hope that we don't pay for that come summer time! Although the weather over the last few days hasn't exactly been tropical.

Remember to keep up to date with our latest jobs by keeping an eye on our job board and by 'liking' our Facebook page. We recently had a competition that had close to 30,000 views. That was a fantastic result, so if you want to be in for a chance to win down the track ..... get on-line head to Facebook and 'like' the Select Recruitment page.

*Karen Bardwell - Managing Director*

## MEET THE TEAM!



**ALYSSA GURNEY**  
Commercial Temping  
Consultant  
Dunedin

As a Commercial Temping Consultant with Select, Alyssa works with a wide range of businesses and candidates to find the right person for casual, short and long term temping assignments. With a natural affiliation to understanding people and organisations, combined with strong business acumen, Alyssa is both committed and successful in achieving a sustainable and successful outcome. With past recruiting experience for a nation-wide company in Australia, Alyssa is both experienced and dedicated in finding the right candidate for the right position at the right time.



**FIONA MCMILLAN**  
Candidate Care  
Administrator  
Dunedin

Since joining Select, Fiona has assisted in many divisions within the business, ensuring all of our candidates and clients are put into contact with the right consultant. Predominantly managing reception and general administration, Fiona is often the first face you see when you come in to register. Having industry experience in legal, banking, finance and health care sectors, Fiona has over 10 years face to face customer service experience making her an asset to the Select team.

## TEMP OF THE QUARTER



Gemma Muldrew presenting Geoff Christie with the Temp of the Quarter prize.

Congratulations to Geoff Christie, who is the Select Recruitment temp of the quarter this round. Geoff has recently been nominated to be the Health and Safety Temp Representative for one of our largest sites, this included attending 2 days of Health and Safety Representative training. Geoff has also put his hand up and attended a first aid training course to ensure he has the knowledge to keep his workmates safe in the event of an accident or incident occurring at work. Geoff is one of the longest standing members of the Select Recruitment team, we thank him for his commitment to both Select and to keeping the workplace safe.

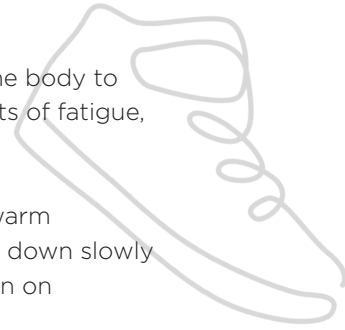
### Warm up before any exercise or sports activity, to prepare your body

- Use all large muscle groups
- Begin with easy effort, and build to moderate effort.
- Continue for about 10 minutes (or until you feel warm)
- Follow with muscle-stretching activities but take care not to over-stretch
- Use correct equipment or gear to prevent injury, eg wear mouth guards and proper-fitting footwear that supports you well.

### Cool down after intense activity

- Stopping suddenly does not allow the body to recover fully and increases the effects of fatigue, especially muscle soreness
- Gradually stop any activity
- Stretch while your muscles are still warm
- Replace clothing so your body cools down slowly
- Check with ACC for more information on warming up and cooling down.

[www.acc.co.nz/preventing-injuries/playing-sport/index.htm](http://www.acc.co.nz/preventing-injuries/playing-sport/index.htm)



### SAFETY - EVERYONE IS RESPONSIBLE

- Get a first day on-the-job induction
- Follow all Health and Safety Procedures on site
- You must report all work accident/incidents to Select immediately
- Wear All PPE - AT ALL TIMES
- Ask your supervisor if you have any safety concerns
- Report any hazard immediately to your site supervisor and Select to help prevent accidents

*Be Safe, Stay Safe, Go Home Safe*

## ACCIDENT/ INCIDENT BOARD

- CHRISTCHURCH: 0
- DUNEDIN:  
JUNE: 2  
JULY: 4

### Stretch for the office

#### Front of forearm

- Relax shoulders, and with elbow bent, bend wrist back so palm faces forward
- Hold hand and gently straighten elbow stretching fingers back and down.



For further tips visit [worksmarttips.co.nz](http://worksmarttips.co.nz)

### Useful sites/ contacts

**business.govt.nz/worksafe** Keep up to date with the New Regulations regarding the Health and Safety at Work Act.

**habitatwork.co.nz** An educational tool promoting self-help and problem solving for preventing and managing discomfort, pain and injury.

**health.govt.nz** Call Healthline on 0800 611 116 for free advice from our trained registered nurses.

### IMPORTANT REMINDERS TO ALL SELECT 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.
- Make sure you wear all safety gear (PPE).
- Report all incidents immediately by ringing **Dunedin (03) 477 0873** or **Christchurch (03) 374 4398**.

#### DUNEDIN

Level 2  
330 Moray Place  
PO Box 418,  
Dunedin

Phone: 03 477 0873  
Fax: 03 477 5672  
Email: [info@select.co.nz](mailto:info@select.co.nz)

#### CHRISTCHURCH

Unit 3A  
242 Ferry Road  
PO Box 10-057  
Christchurch

Phone: 03 374 4398  
Fax: 03 374 3404  
Email: [info@select.co.nz](mailto:info@select.co.nz)



## YOUR NEXT OPPORTUNITY MIGHT BE HERE!

[select.co.nz/Job-Board](http://select.co.nz/Job-Board)  
[facebook.com/selectrecruitment](https://facebook.com/selectrecruitment)



KEEP UP TO DATE WITH OUR LATEST  
JOB OPPORTUNITIES & NEWS!