



THE MIGHTY QUIN

Spring 2010 Newsletter

Quin Workforce Update

It has been an interesting winter for the team here at Quin Workforce as the economy has been climbing out of recession. We have enjoyed seeing many of our Clients both old and new, experiencing some growth which we have been able to help them with.

Our goal here at Quin Workforce is to provide hassle free solutions to our Clients when they get busy and need help with particular skills or even just another pair of hands to help for half a day when that unexpected spike in workload happens. We take care of everything for our Clients including our recruitment process which covers random drug testing, criminal history checks and reference checking to ensure our Quin Workforce Candidates are of the highest possible quality. We then look after all the time consuming areas such as Holiday pay and ACC claims which leaves our Clients free to get on with their core business.

Health & Safety

Safety Re-inductions

Any Quin Workforce person who is injured through work related accidents and has been off work or had medical treatment will be required to be Health & Safety inducted again. This re-induction will cover:

- The circumstances of the accident – “where did we go wrong?”
- Review the Candidate’s H&S checklist questionnaire.
- View the H&S induction DVD.
- Discuss the “5 x 5”
- Discuss our PPE policy.
- Discuss accident reporting procedures.
- Discuss ACC partnership obligations.

Back Injury Prevention

Here at Quin Workforce we are always looking for ways to spread the safety message among our people who are working all over the Wellington region. Our latest initiative is to send group text messages with a safety message to all our Candidates currently working for us. Recent message have included:

“Remember to bend your knees when lifting heavy objects”

“Quin workforce carries out random drug testing”



Injury Reporting

Reporting of injuries is very important so listed below are the key points to remember:

- All accidents/injuries must be reported to Quin Workforce as soon as possible after they happen. If they are a Serious Harm Injury then report them IMMEDIATELY.
- Seek medical attention on the day of the accident – talk to us about this as it could save you money.
- If you have medical treatment you must get a Medical Certificate from the doctor. This is an ACC 45 and you must have it for your accident to be treated as a work related injury.
- Your Quin Workforce Consultant will complete all other documents with you. (They know what to do.)



- If you have any questions or concerns then ask your Quin Workforce consultant for assistance.





New Quin Team Member!

Here at Quin Workforce we are really pleased to introduce our new Team Member, Mark Fink, who as our Business Development Manager is responsible for looking after existing Clients plus building further our business in the areas of Manufacturing, Engineering and Logistics. Mark has a wide background in the Manufacturing and Consumer Goods business sectors and we are very excited to have him on board!

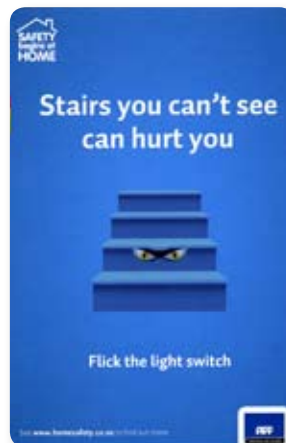
Apprenticeship Update

Congratulations to Eugene Williams, Richard Van Der Linden and Filimino Lemisio who have gained their National Certificate in Carpentry in 2010 this year. It has been a busy year for our Apprentices. We currently have 18 Construction, 2 Plumbing and 3 Engineering Apprentices as part of the Quin team. Our most recent activity as a group was a Roofing Project held at the Fletcher Construction Training Yard in August. With the help of Fletchers who assisted with the venue and Markham Meredith who put together the training plan, our Apprentices were taken through the theory and practical steps of completing a roof. With the majority of our construction apprentices on commercial sites this will assist them with completing the roofing unit needed for their National Qualification. A BIG thank you to the Fletcher Training Yard team, Placemakers Kaiwharawhara and Markham Meredith for their assistance with this event.

Apprentice Completions



Eugene Williams was our latest Apprentice to complete his National Certificate in Carpentry. Eugene started with QWF in 2004 as a labourer. His skill set and eye for detail did not go unnoticed and he was signed up as an apprentice in early 2005. His apprenticeship was off to a good start with the abundance of building work in the Wellington region. The last 18 months has been a struggle for him to complete particular units to achieve his building qualification due to the local downturn in construction. However, with perseverance and the desire to accomplish his goal, Eugene is now a Qualified Carpenter. AWESOME achievement Eugene!



Lower Hutt
PO Box 30-960
Lower Hutt, 5040
New Zealand
P (04) 586 2761
F (04) 586 2762
www.quin.co.nz
Phone: 0800 400 707
A Division of the AWF Group

