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Suzette Mengwasser
Office Assistant

MEMBER OF
American Staffing Association

Regardless if you are a relatively new employee of C&S Employment Solutions, a seasoned veteran employee or someone considering employment through C&S, questions can arise.

The staff at C&S do their very best to answer any questions at any point before, during and after employment through C&S. Do not hesitate to reach out to C&S by phone, email or in person for answers to questions and/or seek clarification.

The following are a few commonly and frequently asked questions received by C&S staff.

Q. What type of job openings are available through C&S?

A. The C&S website lists all current job opportunities available through C&S. Use the "Find A Job" tab on the homepage and choose "Job Listings" to view and search the current openings. Each position lists the job duties as well as the requirements needed to qualify for the job. Salary and hours are also provided and listed on the website when available.

Q. How do I apply with C&S? And, is it necessary for me to submit another application after a certain amount of time has lapsed since I originally applied with C&S?

A. First-time applicants, can apply online or at our office during regular business hours. The online application serves as the initial screening for applicants. The interview process includes completing

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If it has been awhile since applying with C&S Employment Solutions, you may be asked to update your application information especially if there has been a change in your employment history, address, availability, education, etc.

Q. What should I bring to an interview at C&S?

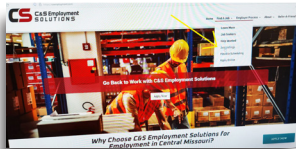
A. Typically, two forms of identification are needed when completing the application process and interviewing (a valid passport can serve as two forms of ID). It is also a good rule of thumb to bring an up-to-date resume and to dress in attire suitable for an interview.

Q. Should I follow up after applying and/or interviewing?

A. Yes. It is advisable to contact C&S weekly to confirm your availability. This can be done by calling the office at 573-635-9295.

Q. If I previously worked for C&S Employment Solutions, is it necessary for me to go through the application and interview process to be considered for another job through C&S?

A. The short answer is yes. Depending on the position and the time between your previous employment, it may be necessary to, at minimum, update your information in our system.





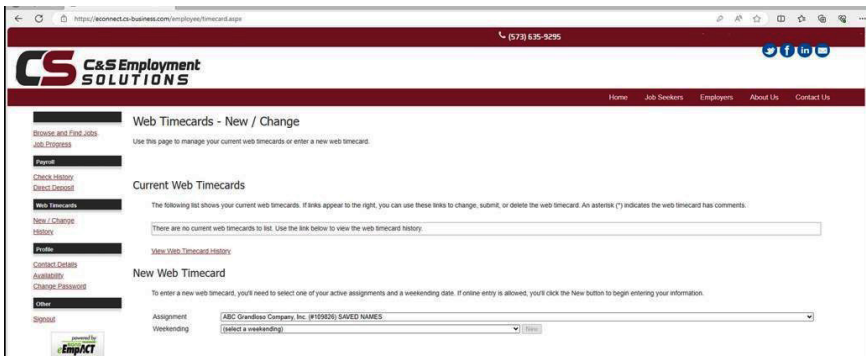
The C&S Employment Solutions Employee Portal is a helpful tool available for use by any C&S employee. There are a number of benefits to using the C&S Employee Portal and it is easy to set up and access. Even if you have been employed by C&S for an extended amount of time, you may and are encouraged to set up your individual C&S Employee Portal account at any time.

The C&S Employee Portal allows employees to set up a personal account that can be easily accessed anytime via the C&S website (csemployment.com). The portal entry is conveniently located at the bottom of the C&S website's homepage.

To set up a personal account on the C&S Employee Portal, employees must use a link specifically assigned to you provided by C&S Employment Solutions. This link is sent to each employee via email upon hiring. However, if you have not yet set up a personal account on the C&S Employee Portal, simply contact C&S at 573-635-9295 or at payroll@csemployment.com and request a link to set up your account.

You will use this link to create a username and password. The eConnect uses Secure Socket Layer (SSL) certification features for your protection throughout the application, so you can rest assured that each and every function it performs will not jeopardize your security. If questions arise while creating an account or at any time, you can contact C&S for assistance.

After your personal account is created, you will be able to perform a number of helpful functions and access useful information. For example:



- **Payroll Information** -- C&S employees can set up and check their direct deposits as well as review your wage statements and payroll history (check stubs).
- **Profile Information** -- C&S employees can update their contact information including address, phone number, bank account information, etc. In addition, employees can update their availability and change their passwords.
- **Web Timecards** -- C&S employees who do NOT use paper or other timekeeping methods can use the C&S Employee Portal to manage their current web timecards and/or enter a new web timecard. Online timecards should be completed no later than Sunday evening each week. Employees may also view web timecard history using the employee portal.

Again, to request a link for setting up your personal account, for assistance with setting up your personal account or if there are questions regarding the C&S Employee Portal, please contact C&S.



What's happening in April:

now through April 1 -- Vote for C&S for Readers' Choice Award (Use this link to vote for C&S!)

<https://www.newstribune.com/readers-choice-2024/#/gallery?group=477960>

April 1 -- April Fool's Day

April 2 -- Local Election Day

April 15 -- Tax Day

April 22 -- Earth Day

April 26 -- Arbor Day

Permanent Placements

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

*Rebecca Matthews
Manessah Delgado
Zachary Redel
DeShawn Steele-Binkley
Amanda Cangelosi
Jodi Hennessy
Timmy Barnes*

Hello April

A good day Isn't always
Perfect. It challenges you to
Release your potential and
Inspires you to appreciate the
Little, amazing things in life