



United Staffing Systems & All Affiliates

Representing Employers, Employees & Solutions

WHO WE ARE

“...the largest
women-owned staffing firm
in New York in 2002.”
~ Div2000 Survey

United Staffing Systems & All Affiliates (“USS”) is one of the largest women-owned businesses in the US, and the largest women-owned staffing firm in New York. Established in 1977, USS offers a complete portfolio of staffing solutions including: temporary and full-time placement, managed staffing solutions, and payroll services to companies of all size. Today, USS is an industry leader through its commitment to quality and innovative services that exceed expectations of clients and candidates.

Headquartered in New York, New York, USS has branch offices throughout the Tri-State region and places thousands of candidates in over 6,000 job categories every year.

At USS, we focus on delivering quality personnel and unsurpassed customer service to maximize the efficiency and productivity of our clients’ workforce.

ding the
Tri-State

DIVISIONS

USS provides a comprehensive range of skilled professionals to meet the ever-changing needs of our clients and business environments. Our staffing solutions extend across a variety of industries to help companies obtain and retain their greatest strategic asset - *people*.

USS Operating Divisions include:

- o Accounting & Finance/USS
- o Banking & Brokerage/USS
- o BioTech/USS
- o Call Center & Customer Service/USS
- o Diversity/USS
- o Esquire Legal/USS
- o Fashion & Apparel/USS
- o Graphics, New Media & Word Processing/USS
- o Information Technology/USS
- o Insurance Services/USS
- o Light Industrial/USS
- o Mademoiselle Full-Time Recruitment
- o Managed Staffing Solutions
- o MedStaff Office/USS
- o MedStaff Billing, Claims & Collections/USS
- o MedStaff Mobile Medical/USS
- o MedStaff Science & Technology/USS
- o Nursing Solutions/USS
- o Payroll Services/USS
- o Temporary Office Support/USS
- o Wordamation PC Training & Computer Club

DIVISIONS

“At USS, we are committed to finding our clients highly skilled, quality candidates at the most competitive prices in the industry!”

Way
e Staffing

**Leading the Way
In Tri-State Staffing**

SERVICE OFFERING

“We offer our clients
flexible staffing solutions
to meet their evolving needs. “

USS employs a *Powerful Network of Staffing Professionals* with extensive industry experience to help clients fulfill short-term and long-term needs. We offer a variety of flexible staffing solutions including:

TEMPORARY STAFFING

For more than twenty years, USS has been providing pre-screened, highly qualified temporary personnel on a short-term or long-term basis to thousands of clients throughout the Tri-State region. Our vast database and cutting edge technology helps us identify the most appropriate candidates to fulfill specific staffing requirements - from one employee to an entire business unit.

TEMP-TO-HIRE

USS gives clients the opportunity to evaluate workers on-site before hiring them permanently without exhausting valuable time and resources associated with initial acquisition. Our temp-to-hire program allows candidates and clients to assess the engagements for an agreed upon time period, thus reducing retention issues and turnover costs, which arise from mismatching.

DIRECT HIRE

USS provides highly qualified, pre-screened candidates to our clients for direct placement. USS acts as an extension of your recruitment efforts, freeing up clients administrative time and costs, thus allowing more concentration on core business activities. All direct placements are backed by the USS guarantee.

USS GUARANTEE

If you find our employee is not the right fit within an agreed upon time frame, USS will find a replacement candidate at no charge. USS retains the employee on our payroll during the evaluation period.

**A Powerful Network of
Staffing Professionals**

USS offers an array of comprehensive, flexible payroll services to small, mid-size and large organizations throughout the Tri-State region. Our services give clients the opportunity to add new employees without the administrative burden of payroll processing and costly overhead factors that hinder profitability and growth.

Whether you transition independent contractors, temporary staffers, return employees, seasonal workers, or any type of employee, USS will become the employer of record and undertake the associated costs.

BENEFITS FOR OUR CLIENTS

- o Strategic cost management
- o Reduced administrative burden
- o Ensure professional compliance
- o Minimize turnover
- o Customized management reports
- o Attract and retain top quality talent
- o Create economies of scale
- o Increase systems capabilities

EVERYTHING EXCEPT THE OVERHEAD

The many costs USS pays to maintain employees include:

Employee Wages

Regular Earnings . Overtime Pay . Vacation . Holiday . Sick or Accident Time . Bonuses . Severance . Other (Emergency, Jury Duty)

Mandated Benefits

Social Security . Federal Unemployment . State Unemployment . Workers Compensation

Employee Benefits

Medical and Dental Insurance . Life and Disability Insurance . Paid Leaves . IRA, Pension or Profit Sharing . Other (Parties, Gifts)

Payroll Management

Issuing Checks . Payroll Tax Deposits . Quarterly Reporting . Benefit Bookkeeping & Cobra . W-2's and Year End Reports

Payroll Financing

Non-Productive Administrative Costs
Maintaining Payroll Records . Shopping for Insurance . Payroll Auditing . Insurance Claims . Performance Reviews . Discipline and Disputes . Grievance Processing . Terminations . Reference Checking

Legal Consulting

Wage Law Compliance . Workers Compensation Claims . Unemployment Claims . Labor Board Disputes

PAYROLL SERVICES

“Our payroll services eliminate the direct and indirect costs of payroll processing, which help businesses increase profitability.”

MANAGED STAFFING SOLUTIONS

“We build creative business partnerships guaranteed to deliver intelligent human resource solutions, and sustainable cost and quality benefits to our clients.”

USS provides leading organizations with comprehensive managed services designed to add value to human resource departments and the overall recruitment function. We streamline the recruitment process and deliver substantial improvements helping clients to quickly attract, retain, and maintain quality employees. Our innovative solutions allow clients to concentrate on core business activities while maximizing performance and profitability.

Solutions Menu:

- Recruitment Process Review and Analysis
- On/Off-site Recruitment Outsourcing
- On/Off-site Fully Integrated Recruitment
- Outsourcing - temporary, full-time and contract staff
- Workforce Outsourcing - support/infrastructure functions
- Centralized Recruitment Implementation
- Outplacement
- Preferred Supplier List Selection & Management
- Seconded Recruitment Consultancy
- Assessment Recruitment Services
- Advertising Response Management

USS strives to maintain long lasting client relationships. Our expert Account Managers take a consultative approach to completely understand our clients recruitment objectives and deliver the highest level of service throughout the entire staffing process - from initial screening, through engagement, and beyond. USS Account Managers act as an extension to our clients' Human Resources department, affording greater time for core activities, while we focus on the day-to-day operations associated with staffing.

USS develops a "Customer Service Profile" to ensure effective customer relationship management. Our Account Managers capture pertinent information to accurately provide the right candidates for the job. Information includes:

- Orientations
- Job descriptions
- Logistics
- Dress codes
- Working hours
- Timecard process
- Policies and procedures
- Disaster recovery plans

Our dedicated Account Managers are available 24/7/365 for dependable customer care and urgent responsiveness. Our state of the art technology allows us to locate prescreened, highly qualified candidates and fulfill staffing requirements within a moments notice.

Sustainable Cost & Quality Benefits for Our Clients

VALUING CLIENT RELATIONSHIPS

"We execute and uphold the highest service standards in the industry."

QUALITY

“We believe that in order to provide our clients with exceptional service, we must employ only exceptional staffing professionals. We are as selective with our own staff as you are with yours.”

RECRUITMENT

USS' proactive approach to recruitment and vast market reach consistently attracts top talent to our organization. Our recruitment sources include:

- Media Advertisement
- Cross Marketing
- Professional Networking
- Cyber-Recruiting
- Word of Mouth
- Employee Referral
- Job Fairs
- Colleges and Universities
- Technical Schools
- Traditional Recruitment

PRESCREENING

All candidates are pre-screened prior to submission to our clients. Each candidate receives a thorough interview conducted by one of our many highly trained account executives. After initial interview, all applicants are tested on PROVE IT!, a leading software for technical testing, which gauges the proficiency of our consultants on over 30 technical products including:

- MS Word
- MS Excel
- MS PowerPoint
- MS Access
- MS Outlook
- MS Frontpage
- MS 9x/NT/2000/ME/XP
- Lotus Notes
- Lotus 123
- Data Entry
- Typing
- Redlining
- Filing
- Adobe Photoshop
- Adobe Illustrator
- Quark XPress
- Dreamweaver
- Coldfusion
- HTML/DHMTL
- VB/VBA/V++
- C/C++
- Java/Javascript
- SQL
- XML
- And More!

REFERENCE & BACKGROUND CHECKS

USS conducts thorough reference and background checks on all employees. We take a two-fold approach to ensure the integrity of our candidates. References are checked verbally and in writing. Two valid references with an *“above average”* review must be received for any candidate to be considered for employment. Furthermore, USS verifies additional credentials for medical, technical and professional level employee's who hold professional licenses, certifications and advanced degrees. USS will customize the pre-employment screening process to meet specific client requirements.

BENEFITS

In order to retain our talented candidates, USS has developed an employee benefits program, which exceeds that of other firms in the industry.

COMPENSATION

USS pays employees on an hourly basis. Employee wage is determined on factors including skill level, background and work history. All employees are compensated for overtime worked and shift differentials.

BENEFITS PROGRAM

All USS employees are eligible for our comprehensive benefits package*, which includes:

- Individual or Family Healthcare Plan
- 401(k) with Company Match

*Employees must meet eligibility requirements, which include minimum hours worked and/or minimum number of months employed.

INCENTIVE PROGRAM

- Compensation increases awarded for above average performance, punctuality and longevity
- Referral Bonus
- Temp of the Month Award
- Software cross training for long-term employees

ADDITIONAL BENEFITS

- 50% Wellness Program at local health clubs
- Discounts at leading retailers
- Day one medical discount card
- Direct Deposit
- Free Check Cashing

BENEFITS

“Our comprehensive benefit and incentive programs help us retain top performing employees.”

eStaffControl

EXCHANGES FOR HUMAN CAPITAL MARKETS

"Realize a Maximum Return
on Staffing Investments
(ROSI™)"

In today's uncertain economy, businesses are seeking new and innovative ways to control costs and realize savings. Recent studies show that organizations spend from 10% to 20% of their annual purchasing dollars on workforce management and services. What better way to realize substantial cost savings than by tapping into this largely uncontrolled area?

Designed exclusively for managing contingent workforce spend, eStaffControl's comprehensive platform automates the entire recruitment lifecycle from job order creation to final payment. Our best in class technology allows you to collaborate with multiple staffing vendors to fulfill staffing needs quickly, lower operating costs, streamline billing and invoice processes, ensure service quality and reduce liabilities associated with maverick buying and candidate compliance.

As a result, our customers realize significant direct and indirect cost savings, superior cash flow management, increased shareholder value and maximum efficiencies throughout the entire human capital supply chain.

ESTAFF
CONTROL

CHANGES
FOR H
CAPITAL M

eStaffControl, a subsidiary of United Staffing Systems, provides comprehensive vendor management solutions that automate and streamline the acquisition, deployment, and management of the temporary and contract workforce. eStaffControl provides a variety of value-added services to customize a complete end-to-end solution that meets the needs of hiring companies and talent suppliers. By harnessing the power of technology, eStaffControl bridges the gap between purchasing and human resources to ensure a centralized, visible, and accountable recruitment process across the entire organization.

- Online Job Requisition and Approvals
- Track Assignment and Candidate Information
- Electronic Time and Expense Management
- Consolidated Invoicing
- Management Reports and Analytics
- Joint Process Improvements
- Direct and Indirect Cost Savings

Visit us on the web:

www.estaffcontrol.com

For more information email:

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eStaffControl

EXCHANGES FOR HUMAN CAPITAL MARKETS

“Optimize the procurement and management of your contingent workforce!”

EXCHANGES
FOR HUMAN
CAPITAL MARKETS

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