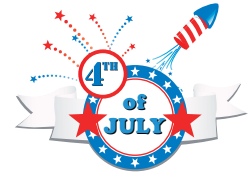


HOUSEKEEPING HERALD



A Publication Especially for our Associates, Partners and Friends

Volume XXII, Issue Number 7

July 2010

JULY 2010 TRAINING MEETING

The next training meeting is scheduled for Saturday, July 10th, 2010 at 9:00 am. The subject of this meeting will be Team Leader. In addition to Team Leader there are three other training meetings that you must attend each year. They are Hands On Training, Safety, and Policies & Procedures. If you are the Team Leader at the account in which you clean then you must attend this meeting.

Call the office by Wednesday, July 7th to reserve your seat. You must give us a definite response that you are coming. We will not hold your spot if you just say you might come. If you reserve a seat please attend as we may have had to turn someone away because all the seats were reserved.

HEY...HAVE YOU READ YOUR NEWSLETTER LATELY?

Do you realize that hidden in the middle of any story in each Housekeeping Herald could be a message which reads: If your identification number is XXX or XXXX call the office before noon on a specific day to claim your prize?

There may be one opportunity, or as many as four, for an associate to win a \$25 Meijer gift card.

The ID#'s in the May 28th newsletter belong to **Denise Brisson, Karen Garcia, & Nichole Court.** Congratulations, Denise and Karen called to claim their prize!

Have you ever gotten paid to read a newsletter or the newspaper before? Here at MMSI we feel that the information that we print is important and time sensitive. Since we want you to read it, this contest is just an added incentive for you to do so.

Read on as your ID# could be hidden in one of the articles!



WE HAVE A \$350.00 BINGO!

Congratulations to **Joyce Obermiller, Linda Perry, and Uniece Callahan** who split our latest BINGO jackpot! They each won \$116.66! Their BINGO was validated as they were on time to work every day, worked their entire shift, did not miss a single day and they also clocked in and out correctly each day.

The current Attendance BINGO game started on Monday, June 21st. Do **YOU** want to win some extra money? Just be at work everyday, clock in and out correctly, work your full shift and do your job completely. Remember to write down the BINGO number for every day that you work because you cannot get the number from your supervisor or the office if you miss it.

Congratulations, Joyce, Linda and Uniece!



NEED EXTRA MONEY?

Do you need extra money? Do you have a friend or relative who is looking for a job? Is he/she as good a worker as you are?

If so, ask your supervisor for an Employee Sponsorship form (or get one from the office), fill it out, and bring it along with him/her into the office to fill out an application. If we hire the person you referred and he/she works satisfactorily with no absences for 60 days, you will receive a **\$50.00** bonus.

That's right...**\$50** just for referring a potential employee! Just ask the following people...they have all received a sponsorship bonus within the last three months.

Henrietta Monroe, Kevin Hall, Calvin Skinner and Denise Zamudio.

(There is no limit to the number of times you can receive a sponsorship bonus.)

"We've Been Dedicated to Maintaining Our Clients Image Since 1975"

Our Service Divisions:



We're Proud Members of:



New Accounts

Markey Maintenance Services, Inc. has been awarded the cleaning contracts for the following new accounts.

- ▶ Rosewood Health Care in Mt. Pleasant
- ▼ Copus Orthodontics in Bay City



- ▼ Lake Huron Credit Union - Shattuck Road



- ▼ Midwest Reprocessing



BREAKAGE AT ACCOUNTS

We all know that accidents happen, but you do need to take responsibility for them when they do. If you are cleaning at your account and you accidentally break something, you must write a note in the sign-in book and notify your supervisor. If you cannot reach your supervisor you must call the office and leave a message.

It is very important that we know what has happened so that we can notify the client. Frequently, the client will call the office first thing in the morning to discuss the situation and what the outcome will be but we have no idea that anything ever happened. Instead of this scenario, it is always better if we can call the client first, tell them what got broke and that we will be happy to take responsibility and replace/or fix the item for them. Sometimes, depending on the severity of the breakage, we could be in jeopardy of losing the account. If your identification number is twenty-four fifty-five call the office by noon on July sixth to claim your prize. Would you like to lose your job because you didn't take a couple of minutes to write down the accident in the sign-in book and notify your supervisor? Failure to do this could cause us to lose the account and subsequently you would lose your job also.

Please be careful when it is necessary to move anything during your cleaning. Also, keep in mind that when you are vacuuming it is possible to catch items with the hose and knock them down.

BUILDING SECURITY

Do you lock your car when you go to the mall? Do you lock your car in your driveway? Do you lock your house when you leave? Of course you do! Similarly, our client's buildings need to be locked at all times. Not only do you need to double and triple check the building before you leave each night, you need to keep it locked to avoid having someone walk in while you are completing your tasks. When leaving the account, after locking the door, always try pulling the door to see if it has locked properly. If there is an alarm, you must make sure it is also set.

If for some reason you cannot lock the door or set the alarm **YOU MUST NOT LEAVE THE BUILDING. PAGE YOUR SUPERVISOR!** If your supervisor does not reply to your page, then page either Kathy Osterhout or Linda Deming. Another reminder, never, ever, let anyone into your account while you are there working. If anyone is authorized to be in the building they will have a key.

Please remember that our customers depend on **YOU** to make sure that their building is safe and secure. Take the few extra minutes to make sure that all is safe and secure before you leave. Is it worth losing your job over to not check? It is not worth losing a customer over!

JULY BIRTHDAYS

We would like to wish all of our associates who celebrate their birthday in July a very happy day!



Judy Knights	7/02
Treva Cook	7/02
Brigitte Markey	7/05
Kristin Hill	7/06
Darlene Decker	7/07
George Jackson	7/08
Francine Wolford	7/11
Terri Villanueva	7/12
Jeremiah Price	7/16
Sarah Hall	7/17
Sherry Brinkley	7/17
James Davidson	7/23
Martha Loubert	7/25
Denise Zamudio	7/27
Amanda Wascher	7/27
Jenniffer Giddings	7/29
Willie Chatman	7/30
John Burton	7/31
Amy Wascher	7/31

JULY ANNIVERSARIES

Listed below are associates who have been employed with Markey Maintenance Services, Inc. as an Absolute! Building Maintenance, Educlean Services or Medi+Clean Environmental Housekeeping team member. We would like to congratulate these associates for their many years of service!

Janet Louchart	20 years
Petranka Kirova	8 years
Scott Shaver	5 years
David Davis	5 years
Sarah Tyson	2 years
Victor Bell	2 years
Donna Roney	2 years
Brenda Polzin	1 year
Jason Louchart	1 year
Terri Villanueva	1 year
Brenda Replogle	1 year
Samuel Hadden	1 year
Anita Coleman	1 year
Dominique Coleman	1 year
Paula Anger	1 year
Marguerite Felters	1 year
Aaron Thomas	1 year
Scott Yake	1 year
Martini Garcia	1 year
Arthur McMillan	1 year

NEW ADDITIONS TO THE FAMILY

We would like to welcome the following new associates. Thanks for joining our ranks!

Kristin Hill
James Miller
Maria Vallegos
Lee Anne Musson
Jenniffer Giddings
Anna Germain
Sean Bennett

Welcome To The Family!

WEDNESDAYS IN THE PARK

Absolute! Building Maintenance is a sponsor of the "Wednesdays in the Park" concert series at Wenonah Park in Bay City this summer. If you would like a ticket to attend one of the following concerts, you can pick it up at the corporate office in Saginaw. If your identification number is thirteen fifty-two call the office by noon on July sixth to claim your prize. The tickets will be available on a first come/first served basis, one per employee.

- July 7 – Serpentine Fire – A Tribute to Earth, Wind & Fire.
- July 14 – Tartan Terrors
- July 21 – Mama Kin – A Tribute to Aerosmith
- July 28 – Beatlegras
- August 4 – Jim Paravantes
- August 11 – McGuffey Lane
- August 18 – Crush – A Tribute to Bon Jovi
- August 25 – Persuasion
- September 1 – Phil Dirt & the Dozers

The concerts start at 7:00 pm with the gates opening at 5:30 pm. In case of severe weather the concert will be held at the State Theatre at 913 Washington Avenue in Bay City.

**SAGINAW AREA
FIREWORKS**
Sunday, July 4th at 10:15 pm

CLEAN CLOSET AWARD

WNEM, TV 5 in Saginaw has one of the cleanest closets! The winners for the June 15th payday's Clean Closet Award are **Leona Long, Glendora Smith** and **Stephen Manuel** for their equipment closet at **WNEM, TV 5**. Director of Operations, **Linda Deming** nominated them for this award.

AT&T at 2610 S. Grand Traverse in Flint has the cleanest closet for the June 30th payday's Clean Closet Award. The winners are **Merrienne Spencer** and **Sharitta Taylor** for their equipment closet at **AT&T at 2610 S. Grand Traverse**. Operations Manager, **Kathy Osterhout** nominated them for this award.

Congratulations, Leona, Glendora, Stephen, Merrienne and Sharitta! Keep up the good work.

When managers and supervisors visit accounts they check the appearance of the custodial closets. Some of the things they check for are:

- Vacuum bags are empty. Vacuums are dust-free, clean and wiped.
- Electrical cords are wrapped properly.
- Mops and wringers are cleaned and rinsed out.
- Sinks are scoured and faucets are clean.
- Closet floors are swept and mopped.
- Shelves are clean and neat with everything in its place.
- All containers of chemicals & spray bottles are labeled with the proper HAZCOM labeling.
- MSDS Books are checked to be sure that there is one for each chemical used in that particular account.



Each pay period, we choose an account team as winners. Team members receive a gift certificate for Little Caesar's Pizza or Meijer's! If your identification number is twenty-six fifty-three call the office by noon on July sixth to claim your prize. There is no limit on how many times you can win. Who knows, you could win next!



Pictured from left to right are **Kelly Daly** and **Bill Garcia**, both work in the warehouse at the Corporate office.



If We Don't Service Our Clients Properly, Someone Else Will!

There is always another company waiting in the wings to take over if we don't service our clients up to the standards they expect.

Markey Maintenance Services, Inc. doing business as Absolute! Building Maintenance/Educlean Services/Medi+Clean Environmental Housekeeping is committed to a work place that is free of discrimination and harassment based on race, color, religion, age, sex, national origin, disability or any other basis protected by federal, state or local laws. In an effort to prevent such illegal harassment or discrimination from occurring, we will communicate this policy to every employee. No employee of this company is exempt from this policy. If you experience or witness sexual harassment, report it immediately to your supervisor or call the office at (989) 752-2424 or (800) 588-2424. Your call will be handled in confidence.

OFFICE NUMBERS:

SAGINAW 989-752-2424 • FLINT 810-733-2424 • BAY CITY 989-684-2424 • CARO 989-672-2424 • MIDLAND 989-633-2424 • MT. PLEASANT 989-779-2424
TOLL FREE 800-588-2424 • TIMEKEEPING: 989-752-TIME (8463) or 800-79-PUNCH (797-8624)

BACKUP TIMEKEEPING 989-752-JOBS (5627) or 888-413-JOBS (5627) • **PAGING DISPATCH:** 800-217-5056 • Ask To Page A "Markey Maintenance Supervisor"