

So Many to Choose From, *So Few That Fit.*

Every month, we review hundreds of résumés, interview dozens of recruits, and listen to scores of employers like you. No two are alike. Not them, not you. A most important part in any business. Making sure each new hire fits.

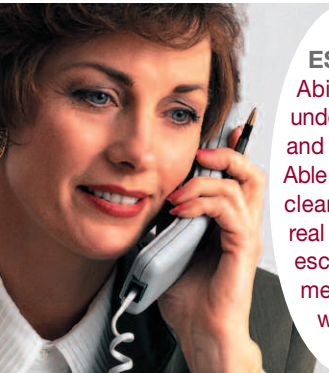
ADMINISTRATIVE ASST:

Support managers and department head. Proficient in MS Office applications. Responsibilities include creating presentations, correspondence and spreadsheets. Knowledgeable in office protocol. Capable of working under tight deadlines and scheduling of travel, meetings and appointments. Predicting the lottery a plus.



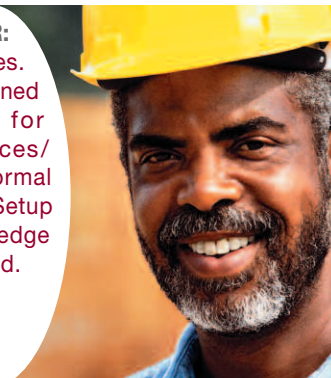
ESCROW/PROCESSOR:

Ability to read commitments, understand purchase agreements and broker/lender instructions. Able to complete HUD statements, clear liens/conditions, prepare real estate documents, calculate escrow and prepare disbursements. Must be comfortable with closings.



CNC LATHE OPERATOR:

Knowledge of G&M codes. Set-up and process assigned jobs. Inspect parts for conformity to tolerances/repeatability. Perform normal machine maintenance. Setup and Programming knowledge of Fanuc controls required.



We send the best-prepared,
thoroughly screened individuals
to your place of business.

It's what we mean by
personalized service.

FirstChoice
STAFFING CO.
Your Personal Recruiter™



Michael Stuart

Our clients
endorse FirstChoice
and our efforts
through their many letters
of recommendation.

Phone: **248-454-8000**

Fax: **248-454-8013**

Email: **info@firstchoicestaff.com**
Website: **www.firstchoicestaff.com**

After Hours & Weekend Service:
248-895-5272

42505 Woodward Ave., Suite 100
Bloomfield Hills, MI 48304

The Advantages of a Personal Recruiter



*“More than
just **what** we do,
it's what we
can do for you.”*

FirstChoice
STAFFING CO.
Your Personal Recruiter™

The Zeros and Ones Are Great Starters, But the Final Decision Is a Task for Neurons.

Search and discovery is the basis of a successful staffing firm. And information technology is a big assist in the search. Helpful too, in uncovering a recruit's skills. Our testing and training programs are digitally based.

But technology lacks insight, empathy, wisdom - the very basis of a successful job placement decision. In the end, a good fit is a human decision, requiring seasoned managers.

THE PERSONAL PROCESS

We're proud of the people we have here in our office. Among the best in the staffing business. A dedicated team. But no matter how busy we get, or how great our work load, Michael Stuart makes the final decision on virtually every placement.



That doesn't make us small, it makes us the first choice of businesses like yours every year.

Every person we send to you has been screened, tested and evaluated. Ready to solve your immediate staffing needs - whether temporary, temp-to-hire, contract or permanent placement.

QUALIFIED TALENT TO SERVE YOUR IMMEDIATE STAFFING NEEDS.

Need someone? Give us a call, send a fax or e-mail us at info@firstchoicestaff.com

OFFICE

- Administrative Assistant
- AP/AR
- Bookkeeper
- Collector
- Customer Service
- File Clerk
- Fundraiser/Telemarketer
- Receptionist

MEDICAL

- Biller
- Medical Assistant
- Receptionist

SHOP

- Assembly
- Electronic Assembly
- General Labor
- Machine Operator
- Packaging
- Shipping & Receiving
- Skilled

REAL ESTATE/TITLE

- Escrow Officer
- Marketer
- Processor
- Title Examiner
- Property Management

We Pay

- Employee Taxes
- Unemployment Taxes
- Workers' Compensation

You Save

- Time & Money Not Running Ads
- Searching the Internet
- Reading Résumés
- Interviewing
- Checking References

WHAT OTHERS CHARGE FOR, WE PROVIDE FREE.

The New Hire May Be New to You... But Is No Stranger to Us

Actually, we know a great deal about the individual who shows up at your place of business ready to go to work. Our background checking is comprehensive.

- *Identity?* Verified.
- *Previous employment?* Verified.
- *Education?* Verified.
- *Convictions?* Nationally Verified.

A value unmatched in this industry.



At **FirstChoice**, we think it's important to evaluate character as well as to measure skills in choosing whom to recommend to our clients. It's this kind of thoroughness that forms the basis of our business. And the essence of our mission statement.

ADMINISTRATIVE

Assistant

AP/AR

Bookkeeper

Assembly

Customer Service

File Clerk

TITLE

Examiner

Machine Operator

Billor

Property Management

Medical Assistant

Receptionist

Processor

Collectors

Packaging

Marketer

Shipping & Receiving

Skilled

Fundraiser/
Telemarketer

General Labor

Escrow Officer

Electronic Assembly