

Mentors Improve Retention Among New Hires

We wrote about retention a little earlier this year, and covered some tools employers are using to retain the valuable employees we spend so much time seeking and developing. One critical period of time in an employee's career with your organization is the initial **three months** of employment. Unfortunately there are many career casualties during this time, as even the most confident individuals at all levels can become overwhelmed and lost trying to adapt to their new work environments. One way to ensure a smooth transition is to provide a mentor to **new employees**.

A **mentor** is simply a co-worker (not a supervisor) who is assigned to assist a new employee through this transition period by simply "**showing them the ropes**". Taking the time to introduce the new employee to others and show them around on their first day, taking them to lunch and discussing the culture of the organization and making them comfortable. **During the employees first few months the mentor can ensure they are adapting by encouraging participation in team-related activities, answering questions and providing support, encouragement and direction.** While an effective mentoring program is organized, it doesn't have to be extremely formal, costly or time-consuming and can be an effective tool in improving retention of new hires as well as the self-confidence of mentor employees who are entrusted with the personal development of their new co-workers. *By : Lisa Guard*

Direct Placements

Administrative Assistants
Accounting Assistant
Executive Assistant

Current Openings:

General Manager
Direct of Product Development
Mechanical Assembler
Calibration Technicians
Installation Service Technician
Senior Engineer
Outside Sales
Estimator
Staff Accountant
Administrative Assistant
Merchandise Development Manager
Production Manager
Hardware Engineer



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Employees of the Month!

July's employee of the month is Brenda Kosciuszko. She has been an employee since March. Her supervisor stated that "In the time that she has been with us she has learned her job so well that she takes the initiative to problem solve, answer dealer questions, and if she can't solve a problem or answer a question she contact her supervisor for assistance."

August's employee of the Month is Linda Zach. Linda has been an employee since May. Linda's supervisor said "Linda came into our office and really caught on quickly to our program which can be very confusing. Her organizational and telephone skills are outstanding and she really fits in well at our office."

Tammy Coulter is September's employee of the Month. Tammy's Supervisor said that Tammy takes pride in her work; She takes initiative. Tammy was trained only so far with so much of the new system and she doesn't let that stop her & she does not push back work. If she gets a call of task she has not been trained on yet, she gets into the manual & finds the answers or procedures needed to complete customer request. She asks questions, if necessary, and gets the job done timely and accurately.