



Less than 1% of staffing firms earn both awards!

ABOUT TEMPOSITIONS

The TemPositions Group of Companies is the New York tri-state area's leading provider of temporary, direct hire and temp-to-hire staff. Since 1962, TemPositions has built an award-winning reputation for unprecedented service to both employees and clients.

Multiple specialized divisions offer applicants a wide range of assignments in fields including office administration, computer networking/IT, light industrial, legal, accounting and finance, human resources, design/creative, hospitality/special events, health care and teaching.

The Company is headquartered in New York and services the New York, Connecticut, New Jersey, Southeast Florida and Northern California markets through various offices.

TemPositions typically employs approximately 2,700 people per week and issues 6,500 W-2's annually.



A family run business since 1962, The TemPositions Group of Companies provides workforce solutions through multiple specialty divisions.



Around the Clock Service ensures that we are always here to meet your needs.



Over 70% of our candidates come from referrals



6,500+ W2 Employees In 2019

2,500+ Employees on Assignment Each Week

Founding Member



American Staffing Association



N·Y·S·A
NEW YORK STAFFING ASSOCIATION





OUR RECRUITMENT PROCESS



84%
MATCH

RESUME PARSING

Artificial intelligence enhanced resume screening technology parses submitted resumes and compares experience against the job description to determine a match.

CHAT BOT SCREENING

Screening chat bots engage the candidates and determine their fit.

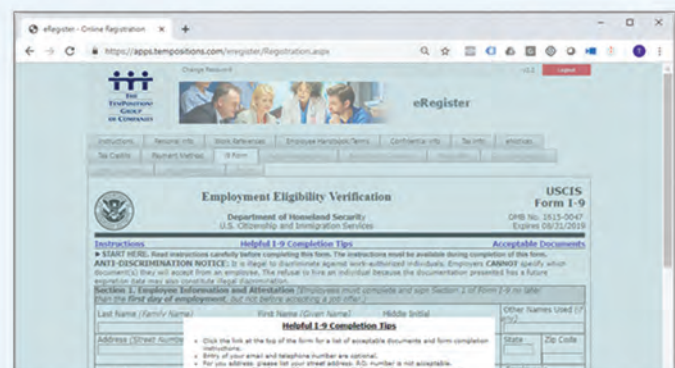
Hi Meghan! Do you have experience reviewing monthly MAR/TAR?

WEBCAM INTERVIEW

Candidates who pass this screening are then invited to a webcam interview through an automated interview scheduling tool. Only 5% of candidates make it through this process.

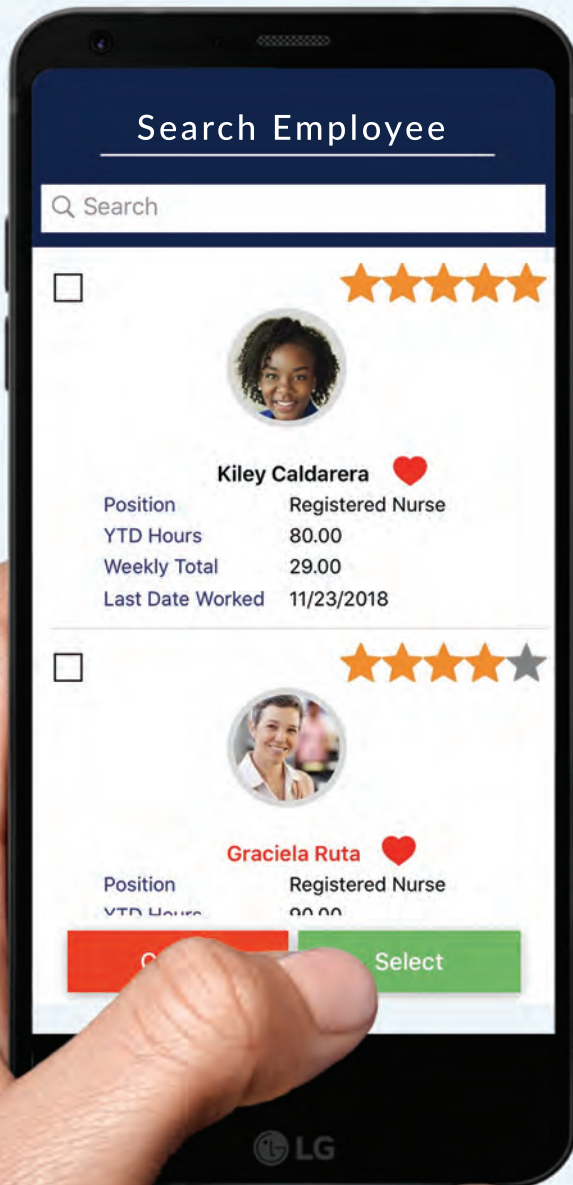
eREGISTER

Candidates passing the interview stage are then invited to complete our employment application using our eRegister electronic system. After completion, the candidate is entered into our available employee pool.





REQUESTING STAFF



Request staff through our web portal or mobile app, where the date, time and location of the assignment is indicated.

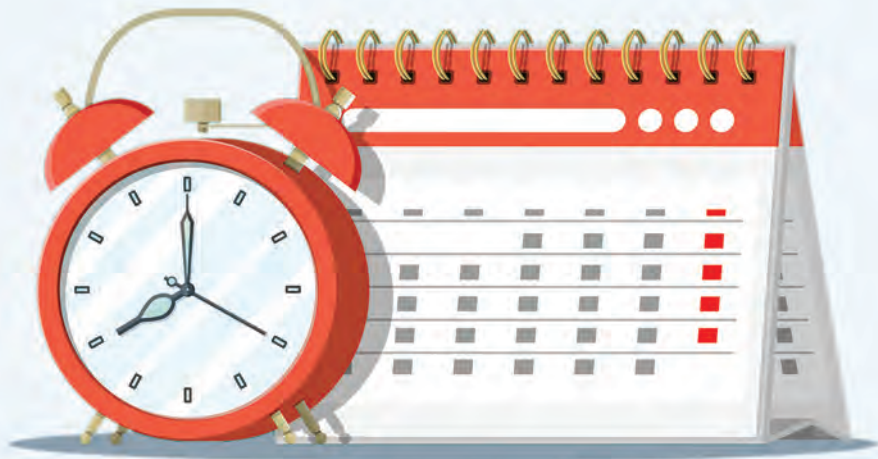
Start date		End date	
05/08/2020		05/08/2020	
MON 1	Registered N...	Shift2	
<input checked="" type="checkbox"/>	03:00 pm	11:00 pm	
Add Shift	Clear	Search Employee	

Clients can then select from a list of employees (complete with pictures and star ratings), provided in cases where employees previously worked for the client. Otherwise, we will propose new employees for the position.

Employees accept assignments through their own mobile app.

**Request your
favorite staff in
1 minute!**





MOBILE EMPLOYEE MANAGEMENT AND REPORTING

☐ Employee Name Kiley Calderera
Hours 19.00
Week Ending 05/10/2020
Approved By
Reference

Approve View/Edit Evaluate Employee



TRACKING HOURS

Once on assignment, employees record their hours using our eTimesheet or eTimeclock system. Clients approve the time on the web portal or mobile app.

TRACKING ACTIVITY

Advanced GPS technology even allows us to track where the time was entered or where the employee is working throughout the day.



Simona Morasca
622 Third Avenue, NY, NY 10017
Last seen 01 Minute ago
7m 7m 7m

Name	Start Time	End Time	Break	Pay for break?	Eval	Apv
Anderson, Franco	10:00 AM	01:00 PM	30	<input checked="" type="checkbox"/>	★★★★★	<input type="checkbox"/>
Gomez, Jony	04:30 PM	01:00 AM	30	<input checked="" type="checkbox"/>	★★★★★	<input type="checkbox"/>
Andrade, Eduardo	10:30 AM	01:00 PM	30	<input checked="" type="checkbox"/>	★★★★★	<input type="checkbox"/>
Darby, Janet	10:30 AM	01:00 PM	30	<input checked="" type="checkbox"/>	★★★★★	<input type="checkbox"/>
Charles, Robert	04:30 PM	01:00 AM	30	<input checked="" type="checkbox"/>	★★★★★	<input type="checkbox"/>

GROUP MANAGEMENT

Electronic group time sheets are also available in the case of large groups of employees checking in at a central location.

BILLING/REPORTING

Billing is provided in .pdf format immediately following time approval and reports on usage are available 24/7/365 through our web portal or mobile app.



Invoice Number	
Invoice Type	Original View Timeslip(s)
Bill Date	05/10/2020
Total	\$55.00
Balance	\$55.00
Paid	



REOPEN YOUR WORKSITE

Returning to the workplace is complicated. The NYS Department of Health mandatory procedures and recommended guidelines are complex and require significant preparation, resources and execution.

We can help make the process simpler so you can focus on your core business, by providing everything from consultants to construct an a-la-carte safety plan, site safety monitors to ensure the plan is being followed, social distance monitors to regulate flow in heavily trafficked areas, health screeners to control and log access and disinfectors to keep the workplace safe.

Covid-19 Reopening Safety Plan Consultant

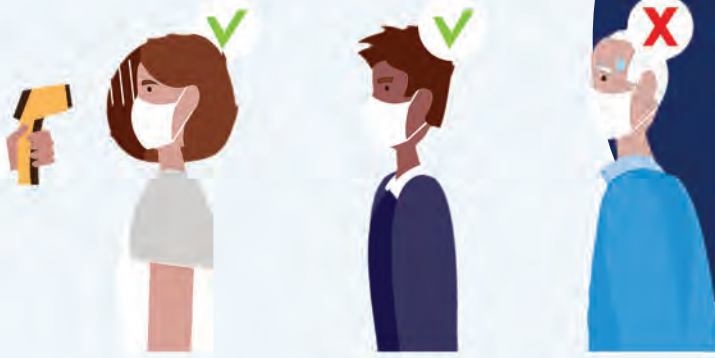
Our consultants will help your company implement and execute a Covid-19 Reopening Safety Plan, as mandated by law. These consultants are well versed in worksite safety and will work alongside you to help design a plan to maintain workplace distancing, sanitation schedules, screening criteria, traffic flow patterns, and compliance with the multitude of other regulations and requirements.

Clinical and Non-Clinical Health Screeners

Health Screeners contribute towards a safe working environment by observing symptoms of all personnel entering the worksite; asking health screening questions; and performing temperature checks, if desired, permitting access only to those who fall below a pre-determined body temperature threshold. They can also log staff and visitor attendance in compliance with contact tracing protocols. Employers are turning to third parties for screening staff rather than using an internal employee as a way to reduce the risk of breaching confidentiality should an internal employee screener tell other employees the results of a health screen, and also by not putting any internal employee in a position to be possibly exposed to Covid-19 as the screener. We offer two types of staff to do this work:

Continued on next page ➡





We can provide other
back-to-the-worksite
staff as well

Clinical Staff:

We offer medically trained, clinical staff for clients who would like to ensure that the person clearing their employees has a medical background. These individuals have more experience in observing symptoms than non-clinical staff. The presence of a medical professional may also provide comfort to other employees at the worksite. Medical screeners include RNs, LPNs, EMTs and Medical Assistants.

Non-Clinical Staff:

Non-clinical health screeners can provide the basic health screening duties such as asking screening questions, taking temperatures and logging attendance. They have strong customer service and communication skills and have been oriented on proper health screening techniques.

Social Distancing Monitors

Our lobby, elevator and worksite monitors make sure required face coverings are being worn, and that individuals are following established social distancing guidelines. In the lobby, they help ensure social distancing measures are in place on entry lines waiting for elevator access as well as enforcing load limits for each elevator car. They also can be used to press the floor buttons to minimize contact. With a background in customer service and crowd control, our monitors assist employees and visitors in a courteous and professional manner.

Covid- 19 Site Safety Monitors

The Department of Health requires companies designate an individual to ensure compliance with all aspects of their site safety plan. Our full time or part time site safety monitors are available to monitor your worksite against your site safety plan, to ensure social distancing, mask wearing, disinfection and traffic flow is working in accordance with your plan. During slower times, Health Screeners can be utilized to perform site safety monitoring if desired.

Disinfectors

Disinfection Technicians work on the front line in the battle against disease and infection, using client-supplied materials. Our disinfectors provide critical sanitizing services that create healthier environments, while working under our client's supervision.



Health Screener

Get Employees and Visitors Back to Work Efficiently

Our Health Screener Application provides secure and intuitive COVID-19 screening, tracking, and reporting for any type of workplace. It allows you to seamlessly assess the health of your employees and visitors to identify conditions that may pose a risk.

The Features You Need to Open Your Workplace with Confidence

- Staff and visitors screen themselves from their home on our mobile web-based tool
- Based on their responses, they are cleared to report to the workplace or instructed to stay home
- Questions and responses are customizable to meet the needs of your business
- At-A-Glance Comprehensive Reporting Dashboard to track screening and admission results
- Personalized with your Company logo



The Screening Process

- Staff/Visitors are instructed to establish an account on a unique website for your business.
- Then, each day, they log on to answer the required questions:
 1. If they have been in close contact with someone who was diagnosed with or had symptoms of Covid-19 in the past 14 days
 2. If they tested positive for Covid-19 in the past 14 days
 3. If they have experienced Covid-19 symptoms in the past 14 days



CAN BE USED
AT HOME OR
ON-SITE



OUR DIVISIONS

SINCE
1962

We have built an award-winning reputation in the New York Tri-State and San Francisco Bay areas for unprecedented service to both our clients and employees. We offer numerous specialized divisions to handle any temporary/contract, temp/contract-to-hire, or direct hire staffing need.

TEMPOSITIONS

An innovator in general staffing, we strive to become true staffing partners with our clients, providing such talent as:

- administrative assistants
- secretaries
- receptionists
- data entry operations
- clerks
- mailroom associates
- telemarketers
- customer service reps
- picker/packers
- light assembly workers
- warehouse staff
- stockroom staff

TemPositions.com/OfficeSupport



A leader in hospitality staffing, our diverse talent pool enables us to find the perfect professionals for each event's unique needs including:

- wait staff
- bartenders
- captains
- cashiers
- coat check
- cold & hot prep
- cook/grill
- executive chefs
- hosts/hostesses
- line servers
- porter/utility
- runners

TempEden.com



Our rigorously screened consultants are certified in the latest technologies. We can provide IT solutions from an individual consultant to an entire team in such areas as:

- development
- administration
- help desk
- migrations
- network engineers
- programming
- data science
- and more...

CompuForce.com



Bring in professionals only when you need them. Minimize payroll costs and head count without sacrificing productivity, with specialties in:

- development
- administration
- help desk
- migrations
- network engineers
- programming
- data science
- and more...

HRStaffingSolutions.com



A one-stop resource for professionals in design, production, advertising, marketing; web and multimedia :

- mobile developers
- graphic designers
- SEO specialists
- social media managers
- ux and web developers
- technical writers
- product managers
- brand ambassadors
- videographers
- event managers
- lead generation
- and more...

TemPositions.com/CreativeBureau

ON CALL COUNSEL

Managed by attorneys, we serve as trusted advisors to law firms, corporate legal departments and financial institutions:

- attorneys
- compliance professionals
- document reviewers
- legal and administrative support
- paralegals
- risk analysis

OnCallCounsel.com



CONVENTION SERVICES

We provide staff offering a full range of convention support in such areas as:

- badge pick-up
- materials assembly
- exhibitor/vendor registration
- greeting and information
- booth hosts/hostesses

Conventions.TemPositions.com

ACCTPOSITIONS

We serve the needs of corporate finance departments and accounting firms with skills sets such as:

- senior accounting personnel
- CPAs
- finance managers
- accountants
- bookkeepers
- A/R and A/P clerks

AcctPositions.com

TemPositions HEALTH CARE

We are an industry leader with over 35 years of experience staffing top social service agencies, corporate employee health centers, schools and medical facilities with clinical staff, such as:

- BA counselors
- BA direct care staff
- BA-level case workers
- BSWs and CSWs
- child care coordinators
- direct care staff
- home health aides
- LPNs
- MSWs
- nurses aides
- registered nurses
- and more...

TempHealthCare.com



As a leader in education staffing, we provide school support staff and qualified substitute and permanent teachers at every grade level, including:

- lead teachers
- assistant teachers
- teacher aides
- tutors
- data entry clerks
- IT technicians
- maintenance staff
- receptionists
- school office assistants
- school nurses
- school secretaries
- and more...

SchoolProfessionals.com



A light industrial and logistics staffing agency providing highly qualified and screened professionals, including:

- assemblers
- driver helpers
- general labor
- mailroom staff
- maintenance/custodian
- mechanics
- picking/packing
- quality control
- shipping and receiving
- stock/storeroom
- warehouse workers
- and more...

TemPositionsLogistics.com

We employ over 2500 people every week across all our divisions!





RECRUIT AND MANAGE A TEAM EMPLOYED BY TEMPOSITIONS

Let us know who you need, and we'll take care of the rest.

TemPositions will recruit, screen and on-board a large workforce of temporary employees who would be W-2's of TemPositions with access to a full suite of employee benefits including company subsidized health insurance, employer matched 401K, vacation and holiday pay, transit checks, direct deposit and more.

Your company could use our app to manage staff deployment, approve time slips, generate invoices and run self-service usage reports.





RECRUITMENT PROCESS OUTSOURCING



RAPID RECRUITMENT

With the RPO model, TemPositions would assume the task of identifying and screening staff in large volumes who would then be hired directly by your company and we would establish a discounted fee per hire.

CUSTOM SERVICE

TemPositions will identify top-tier talent based on your criteria and offer a dashboard for managing the flow of candidates. Customize to match your desired plans.



ADDITIONAL SERVICES

Once hired, the candidates will be employees of your company. If you would like to manage and approve their time via our mobile app, let us know and we will sync with your payroll system.



PAYROLL SOLUTIONS

WE MANAGE YOUR WORKFORCE AND MITIGATE RISK

The TemPositions Group becomes the official W2 employer as your organization dictates their normal day-to-day tasks. This allows your organization to utilize fewer internal resources while managing a particular workforce population and in hiring new staff or training existing staff members.

Manage your staff's day-to-day tasks without the hassle of back-end payroll.

OUR BENEFITS ARE YOUR BENEFITS

- ✓ Minimize Independent Contractor and Contingent Worker Compliance Risks
- ✓ Improve Workforce Efficiency and Lower Costs
- ✓ Increase Quality via Superior Accuracy and Timelines
- ✓ Use Fewer Internal Resources
- ✓ Seamlessly Integrate with Existing Systems
- ✓ Provide Greater Peace-of-Mind
- ✓ Dedicate More Time to Focus on Core Business Activities

NEXT LEVEL PAYROLL

- ✓ Customized Employee Database with 24/7 Availability
- ✓ Electronic Time Capture and Approval
- ✓ Automated Billing / Web Reporting
- ✓ Electronic On Boarding
- ✓ Automated Scheduling Tools



Our Locations

New York, NY

622 Third Ave. 39th Floor
New York, NY 10017
P: 212-490-7400
info@tempositions.com

Melville, NY

20 Broadhollow Rd. 1st Floor
Melville, NY 11747
P: 631-673-7100
melville@tempositions.com

Norwalk, CT

10 Mott Ave., Suite 2E
Norwalk, CT 06850
P: 203-945-2099
norwalk@tempositions.com

San Francisco, CA

140 Geary St., 4th Floor
San Francisco, CA 94108
P: 415-392-5856
sf@tempositions.com

Coral Gables, FL

2222 Ponce de Leon Blvd., 3rd Floor
Coral Gables, FL 33134
P: 305-800-7827
miami@tempositions.com

