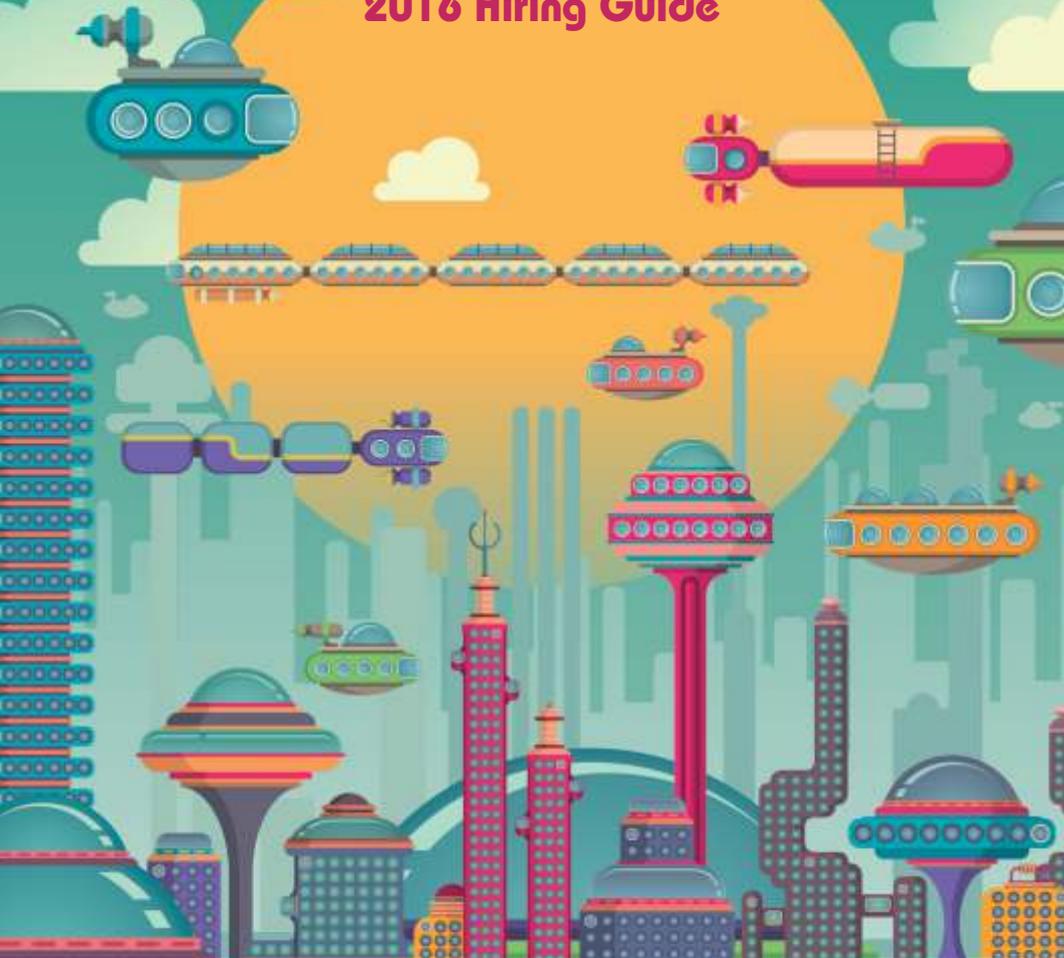


On to the Future!

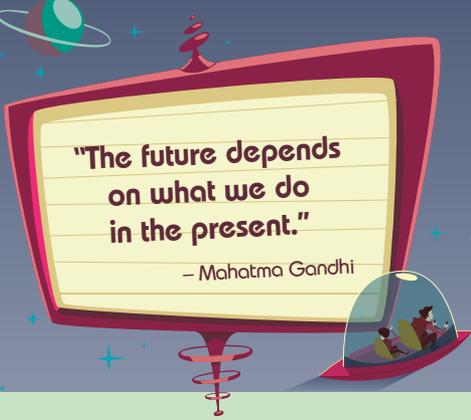
2016 Hiring Guide



WHAT CAN YOU EXPECT FROM THE WORLD OF TOMORROW?

See inside for Hiring Tips, Compensation Data,
and Employment Survey Results

PRO STAFF®



Welcome to Pro Staff's 2016 Hiring Guide. The enclosed employment tips, compensation data, and survey results are designed to help you make informed staffing choices today to prepare for a stronger tomorrow.

JOBS: What's Hot Now

What's trending for 2016? Here are the top jobs that our hiring experts are seeing in the field:

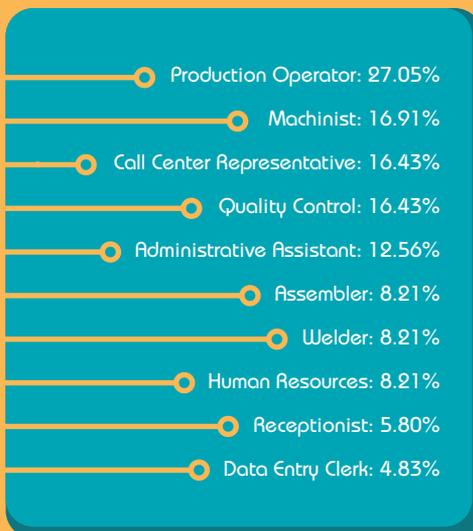
Administrative

- Administrative Assistant
- Receptionist
- General Office Clerk
- Customer Service Representative
- Data Entry Clerk

Light Industrial

- Assembler
- Machine Operator
- Test Technician
- Welder
- Forklift Driver

SURVEY QUESTION: What positions are the most difficult to fill?



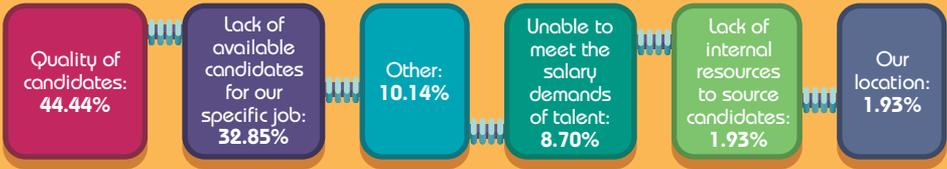
GREAT SCOTT! The War for Talent is On



With lowering unemployment rates and fewer available candidates, there has been a seismic shift in the war for talent. According to a Pro Staff survey, 44 percent of employers report “quality of candidates” as their biggest hiring challenge and 33 percent site “lack of available candidates” as the roadblock.

To compete in today’s market, employers need to be strategic. How? In short, employers need to build a strong employment brand presence, provide ongoing training and development opportunities, and take advantage of candidate referrals. And don’t forget fair pay. Given today’s competitive hiring environment, wages are rising. To ensure that you’re in tune with what the market demands, use Pro Staff’s Salary Guide before making an offer to a top candidate.

SURVEY QUESTION: What is your biggest hiring challenge?



THE NEW FRONTIER: The Workplace of the Future

How people work is evolving. And the office environment must follow suit. In order to help your employees get more work done faster, more creatively, and with greater passion, it’s important to provide an engaging culture.

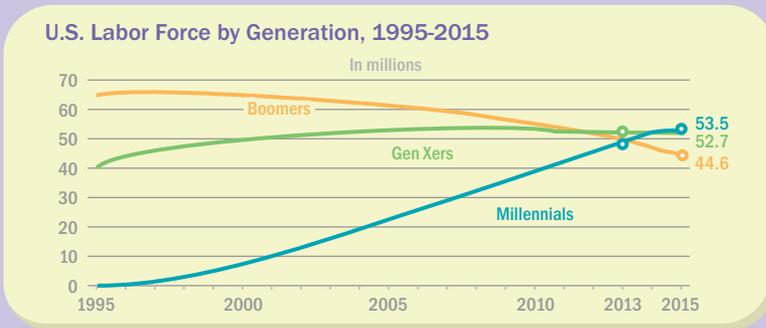
So what does the future of work look like? It allows greater freedom and flexibility. Successful employers will allow employees to work when and where they need to, as long as quality work is completed on time. Jobs that require employees to be onsite will still be able to integrate flexibility by:

- Allowing employees to create their own work hours
- Helping employees create career paths
- Listening to (and, most importantly, acting on) what employees want

In short: to retain your workforce, you will need to create an environment where people want to be. Improving the office culture favors employees and employers alike, as both share common goals: maximize productivity, innovation, and well-being.

Multi-Generational Workforce

We're in the midst of the largest shift of human capital in our history. Managers are now leading more generations at one time than ever before. The oldest Baby Boomers will turn 70 in 2016, yet many are still working with no plans to retire soon. And Millennials recently surpassed Gen Xers and Boomers as the largest generation in the workplace.



Source:
Pew Research
Center & US
Census Bureau

In order to effectively lead a multi-generational mix, it's important to understand the differences. Let's review how work preferences have shifted over time:

Baby Boomers: 1946-1964

- Loyal to their employer
- Do whatever it takes to succeed, including working long hours
- Appreciate recognition and want to pass along their wisdom

Gen X: 1965-1980

- Believe in self-sufficiency
- Independent, resilient, and adaptive
- Value job security

Millennial – Generation Y: 1981-1995

- Crave flexibility and love the idea of working from home or creating their own hours
- Seek instant feedback rather than “year in review” discussions
- Dedicated to their career
- Need transparency and equality

Millennial – Generation Z: Post 1995

- Haven't experienced the pre-internet world
- Motivated by rewards and continuing education

THE NEW NORMAL: Contract Work

Dynamic workforces are gaining in popularity. According to Staffing Industry Analysts, the temporary staffing industry is expected to reach an all-time high of \$121 billion in 2016. A study conducted by software company Intuit estimates that more than 40 percent of the US workforce will be contingent by the year 2020.

Opportunities for contract work are exploding. People entering today's workforce value the flexibility that contracting affords. The stigma of temporary work is also fading. People no longer pursue contract work because they couldn't find a "real job." More people are interested in temporary work as a permanent career path.

Employers appreciate the benefits of a temporary workforce. When unable to fill a permanent position, 46 percent of Pro Staff clients say they turn to temporary labor. It allows them to be more strategic and quickly scale up and down as needed. Working with a staffing agency allows even greater flexibility as employers do not need to worry about the paperwork and expenses that come with a temporary workforce.

SURVEY QUESTION:
What employee benefits do you feel are most important to your employees?

Medical Insurance: **73.91%**

Pay: **68.60%**

Paid Time Off: **62.80%**

Flexible Work Hours: **31.40%**

401K: **31.40%**

Dental Insurance: **27.05%**

Recognition Programs: **12.56%**

Life Insurance: **10.63%**

SURVEY QUESTION: How will your company respond if positions are not filled?

Use temporary labor: **46.38%**

Increase recruiting efforts: **35.27%**

Increase overtime: **34.30%**

Train up existing employees: **24.15%**

Hire a less qualified applicant: **15.94%**

Do not fill the job opening: **15.94%**

Increase recruiting spending efforts: **13.53%**

BACK TO THE FUTURE: Referrals Still Rule

Technology may be advancing, but one thing isn't changing: the power of human connections. Word of mouth advertising remains an important recruiting tool. Your people are your greatest resource for accessing new talent, especially passive job seekers.

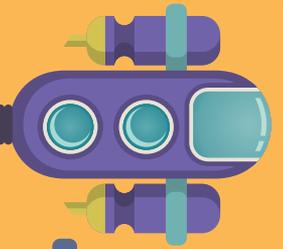
When looking to fill vacant positions or build a workforce, ask your employees for help. Create a program to incentivize and reward successful referrals. Do not assume that your employees know and understand your referral program. Discuss it frequently during company meetings and post program details throughout the office.

SURVEY QUESTION: Based on current workloads, which best describes your headcount?

Adequately
staffed:
68.60%

Understaffed:
28.02%

Overstaffed:
3.38%



Our Heritage.

For over three decades, Pro Staff has connected talent looking for administrative and light industrial work with leading companies at the country. We use progressive recruiting strategies and advance technologies to place the very best talent in temporary, temp-to-hi and direct-hire positions.

Your Story...Your Future.

To provide the right candidate the first time, we make it a priority to get to know you. We thoroughly review your expectations and ensure that we have a clear understanding of your position, work environment, timeline, and company culture. We take pride in building long-term relationships with the companies we support. Whether you require immediate placement of talent or simply want to discuss future needs, we're here for you.

PRO STAFF®

800.938.WORK • PROSTAFF.COM

An Atterro Company.