



CAPITAL AREA
STAFFING SOLUTIONS



BANGOR AREA
STAFFING SOLUTIONS



September 2025

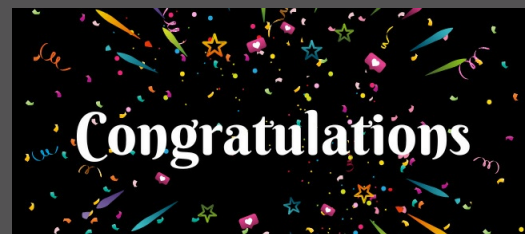
CASS & BASS Field Employees

IMPORTANT TIMECARD NOTICE

As always, please remember to submit your timecard no later than **Friday afternoon**, unless you are working a weekend shift. In that case, please e-mail/fax **no later than 8am Monday morning**.

CASS & BASS offices will be CLOSED on Monday, Sept. 1st for the Labor Day holiday!

If you have upcoming plans that require time off from work:



Please join us in congratulating the following Field Employees, who were hired by our Clients in August!

Heather D.
Daniel S.
Kristen C.

Please be sure to notify us as soon as possible! The sooner we know, the better we (and our Clients) will be able to prepare for your absence.



SO MANY CAREER OPPORTUNITIES!

Please visit our website at
CapitalAreaStaffing.com
for a list of all current openings!

Augusta

Finance Manager - **DIRECT HIRE!**
Staff Accountant - **DIRECT HIRE!**
Inspector/Packer - Night Shift
Payroll Customer Service Rep.
Janitors - Augusta & Rockland
Optometric Tech.
Patient Services Rep.
Eyewear Customer Associate
Landscaper

Bangor

Physical Therapist - **DIRECT HIRE**
Front Desk - Chiropractic Office
Restoration Cleaners/Laborers
Temporary Front Desk
Inventory Clerk - **DIRECT HIRE**
Office Cleaning Technicians



Memorable September Events in Maine History

September 9, 1957

Maine voters amended the state constitution, moving elections from September to November and extending the governor's term to four years - aligning with national norms.

September 12, 1954

Hurricane Edna struck Maine just 12 days after Hurricane Carol, causing eight deaths, massive flooding, and approximately \$25 million in damages. It became the most expensive storm in state history and spurred the creation of the National Hurricane Research Project.

September 13, 1948

Margaret Chase Smith of Skowhegan was elected to the U.S. Senate—the first woman to serve in both the House and the Senate.

September 16th

1820: Maine was admitted as the 23rd state of the Union on September 16.
1922: Portland suffered a massive fire on September 16, destroying over 1,700 structures and causing more than \$15 million in damages (over \$220 million today).
1947: Legendary author *Stephen King*, born in Portland, was born.



Autumn Harvest Chicken Salad Wraps

A perfect make-ahead lunch or light dinner that's packed with flavor, protein, and seasonal crunch!

Ingredients

- 2 cups cooked, shredded or diced chicken (rotisserie works great!)
- 1 apple, chopped (Honeycrisp or Gala)
- 1/4 cup chopped celery
- 1/4 cup dried cranberries
- 2–3 tbsp chopped walnuts or pecans (optional)
- 1/3 cup plain Greek yogurt or mayo (or a mix)
- 1 tsp Dijon mustard
- Salt & pepper to taste

September 21, 1868:

The University of Maine officially opened its doors, beginning with just 12 students.

September's full moon, also known as the Corn Moon, occurs on Sunday, September 7th.

September's birthstone is the **Sapphire** and birth flowers are the **Aster and Morning Glory**.



Fall Back Into Routine: Productivity Tips for September

As summer wraps up and fall begins, it's a great time to reset and refocus at work.

Whether you're in the middle of a long-term assignment or just getting started, establishing a strong routine can boost your energy, focus, and job performance. Here are 4 simple ways to ease back into a productive rhythm this September:

Stick to a Steady Schedule

After a flexible summer, getting back to a regular routine can help. Try to keep a regular routine for sleep, meals, and work hours - even on your days off. A consistent schedule helps you feel more alert and ready to tackle each day.

Start Your Day with a Game Plan

Take a few minutes at the start of your shift to organize your priorities. A written

- Whole wheat wraps or lettuce leaves for serving

Instructions

In a large bowl, combine chicken, apple, celery, cranberries, and nuts.

In a small bowl, mix yogurt/mayo with Dijon, salt, and pepper.

Pour the dressing over the chicken mixture and stir to coat evenly.

Spoon into wraps or lettuce cups and enjoy cold!

Pro Tip:

Pack the filling separately and assemble at lunch for maximum freshness.



YOU SHOULD BE ASKING YOURSELF, HOW CAN THIS NOT WORK? PEOPLE LOVE FREE STUFF

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to-do list or checking your calendar can keep you focused and avoid last-minute stress!

Minimize Distractions

If you're working in an office, silence notifications during key tasks. Whether it's social media, texting, or background noise, distractions can throw off your rhythm. Set "focus blocks" for yourself to tackle projects without interruption.

For our Employees working in the Light Industrial Field: If you're on your feet or operating equipment, focus on one task at a time and take short breaks when needed.

Wrap Up Strong

Before you finish your day, do one small task to prepare for tomorrow — clean your workspace, file paperwork, or follow up on a message. It's a small habit that creates big momentum.

A fresh season is a fresh start. If you ever feel overwhelmed or need help adjusting to your role, give us a call! We're always here to support your success!!



Capital Area Staffing Solutions, Inc.
Bangor Area Staffing Solutions
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