**Bellingham Temporary Employment Agencies**

**PeopleReady**
1530 Birchwood Ave. Ste. B
360.647.7642
www.peopleready.com

- Temp, Temp-to-Hire, and Permanent
  - Primarily general labor, processing, packing, etc., but expanding to include other skilled work
  - Must have the ability to send and receive text messages
  - Have immediate openings and pay is deposited next day
- Initial Application
  - Register for work at www.peopleready.com
  - Application to any job in their system will make your registration active for all jobs
- If contacted about an opening
  - Come into office to fill out paperwork, including I-9 paperwork (bring 2 forms of ID)
  - You will also, at this time, pick up any safety equipment as needed
  - Drug test and background check may be required, depending on the position
- If not contacted within the week, call in weekly to keep yourself fresh in their minds
Express Professionals
4152 Meridian St #201
360.734.2457
www.expresspros.com

- Primarily long-term temp-to-hire in a wide array of industries, more clerical positions than most agencies
- Initial Application
  - Call for a pre-screening over the phone, they want to know what kind of work you want, your transportation options, your last position, and your availability
  - Apply online, they will ask you for the contact info for 2-3 references, they can be personal
- Candidates who pass the initial screening will be asked to interview
  - They will call to set up an interview, be sure to ask if there are any tests you will need to complete at that time.
  - At the interview, be prepared to provide 2 forms of ID, and complete any screening tests they request
  - As appropriate, you may bring well-behaved children/coaches with you
- If interviewed but not placed in a position
  - Call daily to keep your application at the top of the pile
Manpower
216 W Champion St
360.671.1977
www.manpowerjobs.com

- Primarily processing, warehouse, and assembly
- Initial Application
  - Apply online, if you are applying for day labor positions the resume is optional
- Selection and Interview
  - If your skills match their needs, they will contact you for an interview/orientation
  - Come to interview prepared with I-9 identification, it is possible they will offer you work on the same day
Kelly Services
2219 Rimland Dr #411
360.647.2207
www.kellycareernetwork.com

- Primarily production, warehouse, and assembly
- Initial Application
  - Call first to ensure your goals match their services
  - Complete an online application
- Selection and Interview
  - If your application is a match for their jobs, they will contact you for an interview
  - Bring resume, I-9 identification
  - If selected for a job they will likely want a background check and drug test, then schedule you for an orientation
- If they have interviewed you but not placed you yet, call weekly to keep yourself at the top of the pile
Office hours are Monday through Friday 8:00am to 5:30pm
You can go into the office and fill out an application, do employment paperwork and meet with a representation. This process take 1 – 2 hours.
  o To speed up this process, you can download the paperwork from their website and go in with it already completed.
General Temp Agency FAQ

What is a temp agency?
A temp agency hires people and then sends them to job sites to work for other businesses. The temp agency is paid by the business for bringing them workers. Workers may be placed in positions that are only needed for a short time (temporary labor), or in positions that have the potential to become permanent (temp-to-hire). This allows businesses to test drive a worker before committing to hire that person. Temp agencies usually pay minimum wage, but skilled and reliable workers can make more.

Do I need to pay for this service?
Absolutely not. You should never pay anyone to find you a job. Temp agencies are paid by the businesses they place people in.

What kind of resume should I use?
Always use a chronological resume that includes months and years of employment. Temp agencies are a lot more forgiving of gaps in work history or brief periods of employment.

What are they looking for in an employee?
Communication, Reliability, and Safety. Temp agencies assume all of the legal and financial risk of placing someone in a job site, so they want to know that you are a safe choice. They want to know that you will call if something comes up and you can’t make it to work. They want to know that you will be on time and ready for work once you are scheduled. And they want to know that you will act with good sense and caution in the workplace (that you won’t drive a forklift into something). Temp agencies do NOT ALWAYS screen for drug use, and MAY be willing to consider non-violent criminal convictions.

How can I get more work?
Temp agencies have different jobs available every day. The best way to get the most work is usually to communicate often, call in at least weekly to check that you are still in the pool. If you have an interview, follow up.

What if the placement doesn’t work for me?
If you do not like the work, or if the workplace just isn’t a good fit, contact your temp agent right away. They will usually prefer that you give at least a week’s notice if you don’t feel you can continue in a position. It is always better to talk to the agency about getting a new placement than to simply not show up. Temp agencies are very flexible if you communicate regularly, but no-shows can burn those bridges quickly. If you are experiencing a hostile, abusive or illegal workplace situation, report it to your temp agency immediately. It is their responsibility to protect your rights as a worker.

Is a temp agency right for me?
Maybe. Temp agencies are a good fit for people who want to try a lot of different work places. They are a good way to build a long-term work history and open doors to new companies. They are also a good way to get working right away, especially if you are open to general labor. But they are not great places to get training or move upward in a company. If you take work at a temp agency, we strongly advise you continue with the BFET program to get the most out of your placement.