

**Our network of
high-quality candidates
has been built over 30 years.**



**Cathy Searby, CEO & Founder
Palo Alto Staffing Services**

**Count on Our Award-Winning
Team!**

- 2009: Best of Palo Alto Award**
U.S. Commerce Association
- 2008: Placement Leader with Most Direct-Hire Placements in Silicon Valley!**
Silicon Valley/SJ Business Journal
- 2008: Who's Who in Silicon Valley Business**
Catherine Searby, CEO
Silicon Valley/SJ Business Journal
- 2007: Inc. 5000 Fastest-Growing Private Companies in America**
Inc.® Magazine
- 2007: Top 10 Most Dependable Staffing Agencies of California**
Southwest Airlines' SPIRIT® Magazine
- 2007: Who's Who in Silicon Valley Business**
Catherine Searby, CEO
Silicon Valley/SJ Business Journal
- 2006: #32 of 50 Fastest-Growing Private Companies in the Bay Area**
Silicon Valley/SJ Business Journal

Over 30 Years of Staffing Success

Our network of referrals is a direct reflection of your confidence in our service. In appreciation for referrals we offer a cash bonus.

Refer a Candidate

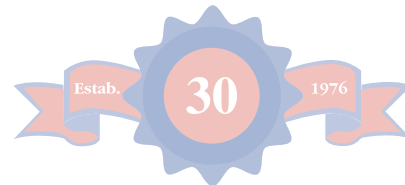
Refer skilled administrative colleagues, friends or family members and if we successfully place your referral, you will earn a cash referral bonus. Send contact information for your candidate referral to your recruiter or email us at referafriend@wehire.com

Refer a Company

Refer a new company and if we receive a job listing from that company, you will earn a cash referral bonus. Send contact information for your company referral to your recruiter or email us at referacompany@wehire.com

*Tell a friend and
let our success contribute to yours!*

referafriend@wehire.com
referacompany@wehire.com



PALO ALTO
staffing services

**Thank you
for choosing
Palo Alto Staffing!**

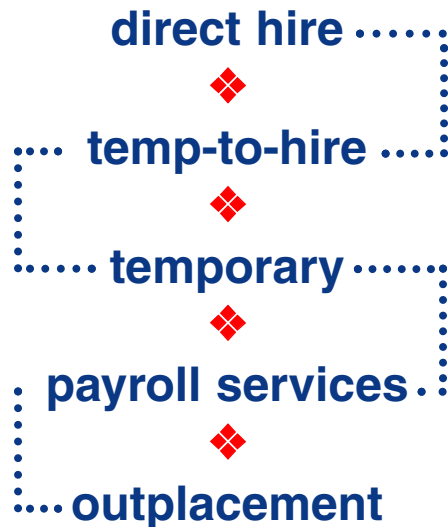
www.wehire.com

Thank you for choosing Palo Alto Staffing Services! It is our pleasure to assist you with your current job search.

After over 30 years of placing top talent, we have earned the privilege of representing positions at some of the most prestigious and up-and-coming companies in Silicon Valley and the Bay Area.

Our eight tenured staffing experts will provide you with professional service and entree to many excellent career opportunities.

Palo Alto Staffing Services places Administrative Professionals in temporary, temp-to-hire and direct-hire positions.



Job Opportunities

We offer temporary, temp-to-hire and direct-hire opportunities in a broad range of industries. We work with local hiring managers in Venture Capital ♦ Investment Banking ♦ Consulting ♦ Biotechnology ♦ BioPharma ♦ Medical Device ♦ Healthcare ♦ High Technology ♦ Greentech ♦ Cleantech ♦ Legal ♦ Non Profit ♦ Accounting and others.

We place talented professionals in diverse positions, including:

- ♦ Office Manager
- ♦ Executive Assistant
- ♦ Personal Assistant
- ♦ Administrative Assistant
- ♦ Office Assistant
- ♦ Receptionist
- ♦ Human Resource Staff
- ♦ Customer Service Staff
- ♦ Paralegal & Legal Support Staff
- ♦ Sales & Marketing Staff
- ♦ Accounting Staff

650.493.0223

www.wehire.com

Put Our Relationships to Work for You!

Due to our long-term relationships with local companies, some positions we represent are "inside opportunities" and are not advertised on the Internet or in print. This means immediate entree and less competition for some of the most desirable positions in Silicon Valley and the Bay Area.

Temp-to-Hire & Direct-Hire Opportunities

Our Career candidates enjoy the following:

- ♦ A confidential interview process
- ♦ Competitive compensation packages that include benefits and many other perks
- ♦ Access to our free software tutorials to enhance skills and improve income potential
- ♦ No fees for our placement service

Temporary Opportunities

Our Temporary Associates enjoy great perks:

- ♦ Competitive hourly rates
- ♦ Holiday pay and bonuses
- ♦ Temp-of-the-month recognition
- ♦ Short-term and long-term assignments
- ♦ Full-time and part-time opportunities
- ♦ Generous completion and referral bonuses
- ♦ Opportunity to gain career experience
- ♦ Visibility at local, successful companies
- ♦ Access to free software tutorials
- ♦ No fees for our placement service

Visit us at

www.wehire.com