

Welcome

ESS New Customers

*ESS continues to grow as a result of a **GREAT TEAM**.*

Thank you!

**Forum Credit Union
Indianapolis**

**MUTI
Champaign**

**Digestive Disease Consultants
Normal**

**Danville Commercial News
Danville**

**HSHS
Effingham**

**St. Anthony Medical Group
Effingham**

**The Next Step Dance Studio
Bloomington**

**American Buildings Corp.
El Paso**

**Vertex Solutions
Champaign**

**ADM
Tuscola**

**Best Places to
Work in
IL 2018**
A workplace analysis and competition

Lessons from 2018



As I write this, it is the last day of 2018. I am reflecting on the goals that I wrote and reviewed and shared and reviewed again and pondered and redlined and reviewed again with the team and rewrote at the end of 2017. I am a bit perplexed that after spending so much time putting these goals together, that I did not accomplish them all 100%. It's like Groundhog's Day. This is the same thing that happened in 2015, 2016 and 2017. If I am generous with myself, I can say that I met or exceeded 50% of my goals. This is disappointing when you look at the numbers. This is not even a D+ on a curve.

But consider the alternative. What if I had not set a single goal for the year? Where would I be then? Every day would be an aimless activity, moving from one distraction or problem to the next, waiting for something to happen and responding to problems instead of making my own way. Granted, most of us have to spend a significant amount of time responding to problems, but we all have power over much of our time, and we can spend it productively progressing toward our goals or despondently reacting and waiting for the next problem to arrive.

Two of the goals I set for 2018 were exceeded. I can trace this back to the strategies and timelines that we put together in 2017. Almost every day, I was doing *something* to make progress toward these goals. I can attribute some of the success in these areas to the passion that I had for them, but mostly, I believe the success lies in the daily persistence to do the little things over and over again to make progress in bite-sized chunks.

If I achieved 50% of my goals, that means the other half were unmet. How disappointing is that!.....except for the fact that we made significant progress in each of those unmet goal areas. We did not reach our goal, but we still made progress. Again, consider the impact of having no goal to begin with. If you have 1,000 arrows and a target to shoot at, you might hit it 100 times or 900 times or 1,000 times. If you have no target, you will hit it ZERO times, no matter how hard you work and how focused you are.

Paul Taylor

"Set realistic goals, keep re-evaluating, and be consistent" -Venus Williams

Employee of the Month



**November
2018
Megan Burris**



**December
2018
Tina Giamberdino**

5 Year Service

Dontez Hobbs
Linda Soule
Gerald Vogel
Mary Warfel

**WE ♥ OUR
EMPLOYEES**

10 Year Service Awards

Michael Chandler
Erica Duvall
Mary Janssen
Ron LaVallie
Mary Nuxoll
James Oliver
Deborah Perry
William Rollings

20 Year Service Awards

Anna Burk

2018 Perfect Attendance \$100 Cash Award

Sherri Alsmeyer	Mary Nuxoll
Bryan Durst	Michael Perkins
Jean Pierre Ekuke	Connie Raney
Mary Ann Gibson	Louis Rawley
Wayne Hall	Jeanette Rogers
Rhonda Haun	William Rollings
Mary Holmes	Stephen Ryder
Mary Janssen	Phillip Shumate
Tab Kraft	Jason Smith
Mae Lay	Sue Terrell
Frank Maddox	Vanessa Walker
Thomas Mann	Harris Wilson
Victoria Molzen	June Wood
Richard Nuckols	

2018 Perfect Attendance Honorable Mention Employed Less Than 1 Year

Etenesh Erigete	Joshua McCoy
Jorrie Heiser	Joyce Rodgers
Juan Johnson	Lucas Snedeker
Christopher Matthews	



Vacuuming

Vacuuming carpets is a very important task that we provide to our customers. Knowing the "right" way to vacuum not only makes your buildings look good but makes the buildings healthier.

Carpet can contain up to 4 times its weight in dirt and could be up to 4,000 times dirtier than a toilet seat.

It is important to use either your upright or back pack vacuum properly as well as keeping them both properly maintained.

When using your vacuum, make sure you are getting:

- * the edges of corridors
- * along baseboards
- * corners of rooms.

Dust will build up along the edges and corners if only the traffic areas are being cleaned. Both styles of vacuums come with attachments and these should be used on a regular basis, usually once a week, to maintain a clean carpet.

You can also use these attachments to:

- *reach hard to reach areas



*to clean along cubicle walls

(the wand can be removed on the backpack vacuums to reach these areas as well).

*the brush attachments work great for removing dust from cords under desks.

Please be careful not to unplug any equipment when vacuuming under or around equipment.

Tackling dirt, dust, and debris head-on, your vacuum is sure to get a little dirty.

Rolling a filthy vacuum cleaner across a rug or carpet will do more harm than good; give your vacuum a little TLC and keep it clean.

Both vacuums have disposable bags that need to be replaced at least once a week depending on how much vacuuming your account requires.

With the backpack vacuum, please be careful NOT to throw away the GREY filter that the bag sits in as this will cause the vacuum not to seal properly.

It is our goal to provide our customers with a safe and healthy workplace, so it is important that we vacuum properly to remove dust and other allergens from their buildings.

Brittany Babbs

+Five Stones Scholarships

UP TO
\$3000!

Deadline
April 15th, 2019

APPLY NOW!



University, Junior College, or Vocational School

All ESS Clean employees that have worked a minimum of one year or 1,000 hours and their children are eligible.

For more detailed information and to print application forms go to

<http://essclean.com/employment/benefits>

Application and 2 reference letters deadline April 15th, 2019

Questions? 217-337-6701

2018 Annual Party Highlights!



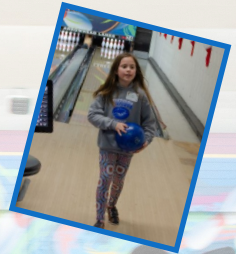
Ronda Hess—IPAD



2018 Annual Safety Winner

\$1,000

James Taylor, Bloomington



Tamika Dorris—IPOD



David Hollowell—Instapot



LaShawanda Wright—55" TV



Important Notes for Employees:

Direct Deposit:

Never have your check lost or stolen in the mail—eliminate the need to take a trip to the bank on payday or risk losing a paycheck on the way to the bank. It's environmentally-friendly and offers better protection from identity theft, which can be a risk if someone steals a check. You can get a form on-line at www.essclean.com scroll to the bottom on page and click on Employee Portal enter the password **green** and print out the Direct Deposit Authorization Form, fill out, and return to the office. If you have any questions, please call or email Peggy 217-337-6701 or peggy@essclean.com.

1095C Form:

Full-time employees will be receiving these by mail by March 4th, 2019. Please note that the 1095 C form is to be kept for your records only and it is **not** required to submit when you file your 2018 tax returns.

How do I find out what openings are available at ESS:

If you are considering adding hours to your work schedule: go to our website; <https://essclean.com/employment/> and then click on the black box View Current Openings. If you find something that interests you and would like to be considered, please call 217-337-6701 or email: officemanager.com and we will make sure the employment director is notified and will send information to the correct branch.

Did you know ESS Clean
has gone social?



WWW.ESSCLEAN.COM