

**WINTER EDITION 2017** 

Programmed Cleaning INC.

# Extra, Extra! Read all about it!

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Happy Holidays from Programmed Cleaning.



# **Upcoming Holidays**

Christmas Day – December 25th New Years Day – January 1st If you have any questions or comments about the newsletter, contact Ella at:

gabriela@programmedcleaning.com



- Make Snow angels
- Make paper snowflake cut-outs
- Bake cookies
- **Shop after Christmas sales**
- Watch snow fall
- Drink hot cocoa
- Decorate a gingerbread house
- Spend the holidays with loved ones
- Have a grilled cheese sandwich with tomato soup.
- Try snow shoeing

# **Anniversaries**

#### 1 year

Levi Juarez

**Ruperto Salvidez Ramos** 

**Barbara Ann Niesman** 

**Brian Hefty** 

**David Young** 

Jose Alvarez

**Christian Chavez** 

Sean Melland

U



Madeline Emma Kempka,

Peggy Jean Nelson

**Angelica Murillo Romo** 





**October: Guadalupe Hernandez** 

**November: Arlando Palmore** 

**December: Jessica Stewart** 



Keep up the good work! It doesn't go unnoticed!

Pride and Performance is a monthly award that is given to those employees who go above and beyond for the company.







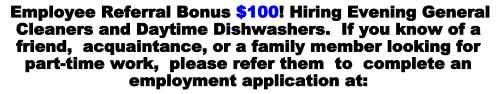






## **Employee Referral Bonus** 7





**Modern Maintenance/Programmed Cleaning** 

2125 S. 162nd St,

New Berlin WI 53151

Make sure Applicant includes your name on the form so you can collect your \$100!

Help us spread the word that Programmed Cleaning Inc. and Modern Maintenance are accepting applications. We welcome your referrals and hope that you will benefit from the Employee Referral Bonus Program! If you have any questions, please contact the Human Resources Department at 262-785-1946.





Cleaning Checklist

# Holiday Cleaning Checklist

Declutter all of your main living areas first!



- Clear and Clean Counters
- Clean out Fridge
- Clean Oven
- 🧰 Organize Tupperware
- 👸 Clean Glasses and Mugs
- Clean Utensil Drawer
- Mop Floors
- Organize Hot Drinks

#### **Bathrooms**

- Put Out New Towels
- Clean Toliet and Base
- Scrub Bathtub
- Refill Soaps/Clean Handle
- Polish Mirror and Taps
- Clean/Organize Drawers
- Organize Under Sink
- Leave Air Freshener

### **Living Room**

- Dust with Dusting Spray
- Wash/Febreeze Blankets
- 🐞 Clean Soft Furniture
- Create Game Basket
- Vacuum Floors
- Mop Floors
- Create Toy Bin
- Setout Photo Books

#### Other

- 🖺 Clean Entrance Way
- Make Room for Coats
- Create a Bar Area
  - Catch up on Laundry
- 👸 Have a few "Extra Gifts"
- Create Holiday Playlist
- Make it Smell Nice
  - Have a Merry Christmas

Contacts for Programmed Cleaning
Programmed Cleaning: 262-785-1126

Madison Office: 608-222-0217

Vice President/General Manager of Programmed Cleaning:

Jack Medlock - ext. 117

\*Application Status, Hiring/Jobs Available, or Directions to our New Berlin Office contact:

**Human Resources:** 

Veronica Sosa- ext. 121

Rosa Figueroa- ext. 106

**Payroll Questions contact:** 

Payroll:

Michelle- ext. 114

Programmed Cleaning, INC. 2125 S. 162nd St.

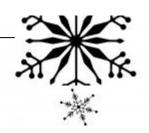
New Berlin, WI 53151-2201 Website:

www.programmedcleaning.com

Check us out on Facebook too www.facebook.com/programmedcleaning

## **Safety Tips from Bob the Cleaner!**

- Walk Carefully on snow and icy walkways
- Take breaks in between shoveling heavy snow
- Top off antifreeze, windshield wiper fluid, gas and oil.
- Clear all snow from car before driving.
- Watch out for black ice on the roads, just because it looks clear does not mean its not icy.
- When car is skidding steer in the direction you want your front wheels to go.
- Don't slam on breaks, pump them to stop your









Have you moved or changed your phone number? If so, please make sure you let your manager know or call the main office at 262-785-1126 and let the Human Resources know.



## **Pumpkin Spice Chex Mix**



### Ingredients

- 1/4 cup brown sugar
- 1 tablespoon pumpkin pie spice
- 1/4 cup butter
- 2 teaspoons vanilla
- 2 cups Cinnamon Chex™ Cereal
- 2 cups Wheat Chex<sup>™</sup> cereal
- 2 cups Honey Nut Chex<sup>™</sup> cereal



#### Directions

- In small bowl, mix brown sugar and pumpkin pie spice; set aside. In small microwavesafe dish, microwave butter on High about 30 seconds or until melted. Stir in vanilla. In large microwavable bowl, mix all cereals and pecans. Pour butter mixture over cereal mixture, stirring until evenly distributed. Add sugar and spice mixture and stir until coated
- Microwave uncovered on High 5 minutes or until mixture begins to brown, stirring every minute. Spread on wax paper or a cookie sheet to cool. Store in airtight container.

Recipe from: https://www.pillsbury.com

