

ISSUE

02

FEBRUARY
2011

MONTHLY
NEWSLETTER OF
CIOCCA ENDEAVORS

CioccaNewsletter



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IMPORTANT DAYS IN FEBRUARY

- February 2 Groundhog Day
- February 3 Chinese New Year
- February 12 Lincoln's Birthday
- February 14 Valentine's Day
- February 21 Presidents' Day
- February 22 Washington's Birthday

EMPLOYEE BIRTHDAYS

- February 3 Jane Johnson
- February 10 Shelly Lapsley
- February 11 Rocco Ciocca
- February 16 Kaitlan Ferrell
- February 18 Marshall Hummon
- February 18 Adam Saddler
- February 26 Patricia Clayborne
- February 26 Claudia Jemison

EMPLOYEE OF THE MONTH

Carolyn White

Carolyn is being recognized as employee of the month because she is extremely dedicated and committed to her work; she is very thorough, and goes beyond the call of duty. In addition to working additional time to cover for others in time of

Ciocca Cleaning &
Restoration

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Continuing Education is Key.

Continuing Education refers to any type of post-secondary education, used to either obtain additional certifications, or as credits required to maintain a license. Almost anyone can take continuing education credits for personal or professional enrichment.

Why is Continuing Education important? The world has become increasingly complex. Business markets have become global and technology continues to integrate itself into more areas of life than ever before. As career paths become more specialized, it more often requires continuing your education in order to keep up with these changes.

Ciocca's drive for continuing education comes from a desire to have the most competent and knowledgeable employees working in our customer's facilities and in our customer's homes.

We recently implemented additional training for our employees, for one of our medical facilities, to ensure proper policies and procedures are being followed. We feel this is imperative, as we represent that company while we are there.

Our restoration technicians apply their knowledge, learned from continuous training and certification, to properly remediate any damage caused by fire or water damage catastrophe.

For any inquiries about our continuing education, or services, call Ciocca Cleaning & Restoration. Our office number is (260) 483-2112.

Now Offering Insurance CE

Ciocca Cleaning offers required CE courses! We are now offer continuing education to insurance agents and adjusters. The following is our 2011 CE Events Calendar:

March 31, 2011

- 9:00am - 12:00pm "Errors and Omissions Coverage"
- 1:00pm - 5:00pm "Long-Term Care"

May 12, 2011

- 9:00am - 12:00pm "Ethics in the Insurance Industry"
- 1:00pm - 5:00pm "FEMA Flood Insurance"

August 25, 2011

- 9:00am - 12:00pm "Annuities"
- 1:00pm - 5:00pm "Identity Theft"

