Temp Agencies

Employers sometimes require short-term help with special projects or replacements for full-time employees on leaves of absence. Many companies fill these vacancies via temporary staffing agencies. These “third-party recruiters” place individuals looking for temporary employment, also known as ‘temps’, with available job opportunities. Please note that positions found through these agencies are not designed to lead to full-time careers, but statistics show that many of them do turn into full-time job offers.

Temporary Agency Basics:

- Placements range from 1-12 months: Some agencies need you to stay temporary for 6 months before the company can hire you while other agencies have no specific time limit.
- Staffing agencies are effectively a time and resource saver for companies.
- Recruiters prepare candidates around resume, interviewing, culture.
- Recruiters from the staffing agency will often show up at the interview and on the first day of work.
- Staffing agencies often have a 72 hour turnaround time on placements therefore they need candidates in their systems to quickly place with an employer. (Posting opportunities on GoldPASS or other job posting sites is not an option due to this fast timeline.)
- The best way to connect with staffing agencies is via email or phone call.
- There are no repercussions for "breaking contract" of placement, but giving 2 weeks notice is standard practice before leaving a placement to avoid “burning bridges.”
- For international students, staffing agencies may be able to work with them on OPT placements. Students have done this in the past and received sponsorship from the employer themselves in the long run (not through the temp agency).
- Summer jobs are a possibility.

Marketing Yourself to the Agency and their Employers:

- Recruiters do key word searches for people on LinkedIn that have "seeking" or "looking" in their summary section.
- Up-front communication is KEY. If someone is only planning to temp for a few months or one year (before, say, going back to grad school) that is FINE - but you want to be straightforward with your recruiter about that.
- Resumes need to reflect technical skills, for example Excel - pivot tables, that level of specificity is helpful on resumes. Experience with Access is asked for a lot.
- Temp jobs can be competitive and students should carefully outline skills gained through internships, clubs, athletics, etc. on their resumes.
**Staffing Agencies:**
Below you will find a list of temporary agencies that are among the most well-known in the Twin Cities area and/or cater to recent graduates. Career and Internship Services does not endorse the use of any particular agency and students are encouraged to ask thorough questions of each agency before signing up.

- Adecco: [www.adeccousa.com/](http://www.adeccousa.com/)
- Aquent: [www.aquent.com/](http://www.aquent.com/)
- Celarity: [www.celarity.com/](http://www.celarity.com/)
- Creatis: [www.creatis.com/](http://www.creatis.com/)
- Digital People: [www.digitalpeople.net/](http://www.digitalpeople.net/)
- Grad Staff: [www.gradstaff.com/](http://www.gradstaff.com/)
- Office Team: [www.officeteam.com/](http://www.officeteam.com/)
- Prime Staff: [www.primestaff.com/](http://www.primestaff.com/)
- Verum Staffing: [www.verumstaffing.com/](http://www.verumstaffing.com/)