

A decorative border of various flowers and greenery surrounds the text. The flowers include pink, orange, and red blossoms, some with dark centers, and clusters of small pink buds. Green stems and leaves are interspersed among the blooms.

HELLO

Spring
2024

PERSONNEL OPPORTUNITIES LTD.

MARCH

- March 1 - Employee Appreciation Day
- March 8 - International Women's Day
- March 10 - Ramadan Begins
- March 17 - St Patrick's Day
- March 20 - First Day of Spring
- March 29 - Good Friday
- March 31 - Easter



- April 1 - Easter Monday
- April 1 - April Fools Day
- April 2 - Autism Awareness Day
- April 9 - Eid-Al Fitr
- April 22 - Earth Day
- April 22 - 30 - Passover



- May 5 - Cinco de Mayo
- May 12 - Mothers Day
- May 20 - Victoria Day



Spring to Do List:

Do it

If it genuinely needs to be done, make time to do it. If it's a huge task then break it down – give yourself a small chunk that you can tick off.

Dump it

Ask yourself if the task is still relevant? If it's been on your list for this long and no major consequences have come from not doing it then it may be time to get rid of it.

Delegate it

Is the reason you're putting it off because it actually isn't your task? Is there someone else who could do it? Should they? Could they do a better job of it? If so, pass it on.





Strawberry & Watercress Salad

$\frac{1}{2}$
medium rhubarb stalk, very
thinly sliced on a diagonal
6
oz. strawberries, hulled, halved,
sliced if large
2
Tbsp. fresh lemon juice
2
tsp. honey
1
bunch watercress, tough stems
removed
 $\frac{1}{2}$
cup basil leaves
 $\frac{1}{2}$
cup cilantro leaves with tender
stems
2
scallions, thinly sliced on a
diagonal

Kosher salt

Crushed red pepper flakes

2

Tbsp. extra-virgin olive oil

Poppy seeds (for serving)



Lemony Tortellini Soup with Spinach & Dill

1 bunch mature spinach

1 small bunch dill

1-2 lemons

1 tbsp plus 1 $\frac{1}{2}$ tsp vegetable
bouillon paste (preferably
Better Than Bouillon) or 4...

10 oz cheese, spinach,
mushroom tortellin

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4 large eggs

1 tsp freshly ground black
pepper, plus more

Extra-virgin olive oil and
Parmesan (for serving)

Kosher salt



Benefits of an Organized Workspace



- 1. Improved time management. When everything is in its rightful place, your workflow becomes more efficient.**
- 2. Fewer things fall through the cracks. It's easy to forget important tasks and projects when there's no system in place to keep you on track.**
- 3. Less clutter looks more professional. Your workspace is a reflection of you! Whether you're at home or in the office, having a clean space is key.**
- 4. Increased focus. Spend more time accomplishing goals and less time focused on decluttering your inbox or trying to find your to-do list.**

To Declutter is to De-stress

After tidying up your physical and digital space, your mental focus will immediately follow suit. Mental clutter can pile up when you have too much going on, and a disorganized space will only add to the stress.



When working in a dysfunctional space, it is normal to feel as if you're on information overload or that you can't focus on priorities. The time and energy you spend on organizing your workspace will naturally refresh your mental outlook.

Spring Cleaning Motivation Playlist

- “Girls Just Want To Have Fun” by Cyndi Lauper
- “Uptown Funk” by Mark Ronson featuring Bruno Mars
- “I Want You Back” by Jackson 5
- “Stronger” by Britney Spears
- “Don’t Stop Me Now” by Queen
- “Single Ladies” by Beyoncé
- “Any Way You Want It” by Journey
- “9 to 5” by Dolly Parton
- “Stupid Love” by Lady Gaga
- “Wake Me Up Before You Go-Go” by Wham!
- “Firework” by Katy Perry
- “Happy” by Pharrell Williams
- “I Wanna Dance With Somebody” by Whitney Houston
- “I Don’t Care” by Ed Sheeran (With Justin Bieber)
- “September” by Earth, Wind & Fire
- “Can’t Stop The Feeling” by Justin Timberlake
- “Don’t Stop ‘Til You Get Enough” by Michael Jackson
- “Moves Like Jagger” by Maroon 5
- “Walking on Sunshine” by Katrina & the Waves
- “Fight Song” by Rachel Platten
- “Believer” by Imagine Dragons
- “Footloose” by Kenny Loggins
- “Shape of You” by Ed Sheeran
- “I’m Gonna Be (500 Miles)” by The Proclaimers
- “Shut Up and Dance” by Walk the Moon
- “Blame It On the Boogie” by The Jacksons
- “Don’t Start Now” by Dua Lipa
- “Roar” by Katy Perry
- “We Built This City” by Starship
- “I’m A Believer” by The Monkees
- “Back In Black” by AC/DC
- “The Sign” by Ace of Base
- “Shake It Off” by Taylor Swift
- “Believe” by Cher
- “Put Your Records On” by Corinne Bailey Rae
- “Big Girls Don’t Cry” by The Four Seasons
- “Wannabe” by Spice Girls
- “Eye of the Tiger” by Survivor

