

BID ON: TEMPORARY PERSONNEL - OFFICE CLERK

BID NO: 22-17

BID OPENED: FEBRUARY 25, 2022 @ 2:00 PM

ITEM	DESCRIPTION	BIDDER	HOURLY RATE (REGULAR PAY)	HOURLY RATE (OVERTIME PAY)	HOURLY RATE (WEEKEND, HOLIDAY PAY, IF DIFFERENT FROM OVERTIME PAY)
1	Office Clerk To perform clerical duties with supervision Includes, but not limited to, ability to lift a minimum of 35 pounds; be able to identify and retrieve checks from multiple boxes; be able to print a cover page from DocuShare; be able to scan documentation into DocuShare via Xerox copier; be able to file check documents back into proper box, and other office environment tasks as required.	Spherion Staffing LLC	\$17.87	\$25.00	