

Success Stories

Bringing You Success, One Story At A Time.

Fire Department

Human Resources/Recruiting

Overview:

The distributor was referred to the head of Human Resources/Employee files of this fire department by the city Purchasing Department. The department kept all employees in alphabetically labeled Pendaflex folders within lateral cabinets, with multiple top-tab folders in each Pendaflex. About 11 5-drawer laterals in all. The dealer had provided the City Purchasing Department with a Spacesaver system a year or two ago, and converted them from drawer files to end-tab shelf filing.

Result:

Hosing out the competition, RW & Montel, the distributor set them up with a new Spacesaver filing system, custom printed color labels (printed from her database info.) and pre-attached to folders in alphabetic order. A conversion from drawer files to new end tab 3-1/2" expansion pockets with new 3 bar alpha labels (pre-printed & attached prior to transferring contents). NetLabels was also purchased to convert and continue any required changeover for new incoming personnel. The files are alphabetically color coded by the first three letters of the last name with one 1/2" color bar for the first initial of the first name and a year band at the top representing 'year of hire'. Text includes the full name and employee number. The barcode will be tied to Employee # (which is unique), so if they ever want to take the next step & go to a File Tracking system, their labels are already set up for that.

Label Design:

The label design pictured is style #1179.

The label style used was #1179. You can view or print a sample of this label by going to www.netlabels.com. Now, click on the "print labels" box. Enter "guest" under username and password. Lastly, just scroll down the label styles until label style # appears and click on it.

To contact our NetLabels Support Group, call (800)873-4427 and ask for NetLabels, or send an E-Mail to netlabels@gbscorp.com

