

**Express**<sup>SM</sup>  
*EMPLOYMENT PROFESSIONALS*

Respecting People. Impacting Business.<sup>SM</sup>

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# Corporate Overview

Express Employment Professionals has been dedicated to providing quality Staffing Services and Human Resource Solutions to businesses around the globe for over 30 years.

Since 1983 Express has grown to include a global network of more than 700 Franchise owned staffing businesses.

As a Franchised business, we are both an international company, large enough to serve you completely and a local office, small enough to act independently.

Express celebrates 17 years in South Africa. We are proud to continue our legacy of helping businesses and job seekers succeed.

# From the Founder

As an ISO 9001:2000 registered company, we recognize that maintaining a competitive edge, requires steadfast dedication to providing the highest quality product with the highest level of service, and to offer a price the market recognizes as fair," - Robert A Funk, Express Founder and Chairman (USA).

"The success of the Express team showcases our ability to achieve both quality and service, and to do so with an unmatched dedication to our corporate values."



# International and Top Awards

17 March 2015 - Carolyn Diaz, Managing Director of Express South Africa was awarded the Gordon Blair Heritage Award at the International Leadership Conference. This is the most prestigious honour the company bestows on an individual for significantly contributing to the overall development and success of Express.

March 2013 & March 2012 – Carolyn Diaz was awarded the Directors Award. “Through diligence and dedication, she has put a huge footprint in her country. If it weren’t for this person, we would not have the success we have in South Africa today,” - William Stoller, (USA).



# Franchising with Express

## **Business Format**

An Express Employment Professionals Franchise provides for a sales-focused business opportunity to operate your own full-service staffing business. As the franchisor, Express provides for payroll processing, client invoicing, financial administration, risk management, worker compensation administration, IT support and sales and marketing tools and resources.

## **New Franchisee Training**

Franchisees are comprehensively trained at Express Employment Professionals, Oklahoma City, USA. You will spend a full 2 weeks which allows you as the new franchise owner the opportunity to learn and practice the key functions you will be performing within your office. You will be involved in various role-play scenarios, group exercises and classroom discussion to learn the three pillars of our business. You are also given the opportunity to attend the annual International Leadership Sales Conference in the U.S.A.

## **Core Staff Members**

Between 3 to 5 staff members are required, with the Franchise Owner being in a core position. The core staff is comprised of Outside Sales, Inside Sales, Staffing Consultant and Front Office Coordinator.

# Franchising with Express

**CONVERT YOUR EXISTING BUSINESS TO AN EXPRESS FRANCHISE AND BENEFIT BY...**

***Freeing up your cash flow in your own business! Join Express, and we will take on the weekly / monthly payroll burden, and give full payroll support.***

Should you have an existing staffing / human resource business, and would like to convert to an Express Franchise and gain the international footprint, we will discuss a conversion package, based on your existing client base, temporary staffing contracts and number of temporary staff on your books. By joining our family, we free up your debtors book and ease up your cash flow. Each opportunity is unique. We are available to discuss this on an individual basis. Franchise Fees for conversions start at R75 000, which includes the cost of the hardware, and 2 weeks training at Express Employment Professionals in Oklahoma City, USA.

## **STARTING A NEW STAFFING BUSINESS?**

Should you be interested in starting your own business and becoming an Express Employment Professionals Franchise owner, our franchise fee is R225 000 excl VAT, and start-up cost breakdown can be obtained from

[carolyn.diaz@expresspros.co.za](mailto:carolyn.diaz@expresspros.co.za) or [celeste.naude@expresspros.co.za](mailto:celeste.naude@expresspros.co.za)

*We look forward to hearing from you!*

# Benefits to an Express Franchisee

- BBBEE compliant with a Level 2 value-adding rating – meaning that clients can claim 156% of their procurement spend with Express
- Tested systems, procedures, training techniques, and a solid support system in place
- Comprehensive sales, operations and management manuals
- Year-round courses via Express University
- On-line webinar training (Perm and Temp Recruitment; HR and IR Training)
- Processing of payroll for staffing solutions
- Payroll funding
- Processing of clients' accounts
- Statutory compliance as Employer of Record
- Adhere to Bargaining Council requirements
- Workman's compensation, liability and unemployment insurance for temporary and contract associates
- Front and back office software with critical reporting capabilities
- IT and technical support
- Human Resource and Labour Law expertise
- SETA accredited training provider

# Benefits to an Express Franchisee

- 100% Franchised
- Rights to 4 service lines in one franchise agreement
- Advertising, marketing campaigns and support
- Continuing on-site visits by Field Support Representative
- Access to website and social media
- Access to Exact Target bulk e-mailing system
- Branded promotional items to expand your marketing campaigns
- Corporate stationery
- Annual Sales Conference and regional meetings
- Opportunity to network with franchisees locally and globally



# Corporate Social Responsibility

Our passion for people is mirrored in our support to organisations and charities.

We share a portion of our net profit with orphanages and disadvantaged communities.

Brand It Blue Day is our annual international initiative in which we strive to help change lives across the world.



# Learnership Programme

- Express Employment Professionals is passionate and dedicated in assisting people through Skills Development. We have over the last 4 years initiated learnership programmes in various sectors. Our biggest achievement was in the Leather Manufacturing Industry; where we assisted 46 learners to achieve a qualification and work place experience in clothing, textile, footwear and leather manufacturing processes.
- Our most recent initiative was the Business Administration qualification where we undertook 5 Learners who are disabled. Our change in focus was to uplift, motivate and create an opportunity for these individuals who are often sidelined in the corporate environment.
- In 2015 we were proud to create a further opportunity for two of our existing learners and placed them on the NQF level 4 qualification.
- We are continuously striving towards providing opportunities and offering assistance to individuals to gain a qualification and meaningful work place experience which will allow them the opportunity to be in the forefront of securing employment.



# Benefits to Employers

- Permanent Talent Acquisition
- Temporary and Contract Staffing Solutions
- Flexible Staffing Solutions
- Executive Search
- Skills Evaluation
- Background Screening
- AFIS Criminal Checks
- Response Handling
- Human Resource Consulting
- Legislative Posters and Labour Guidelines
- Payroll Outsourcing
- Refresh Leadership Newsletter

# Benefits to Express Associates

- Annual, Sick, Maternity & Family Responsibility leave
- Workman's Compensation
- Protective Clothing (where applicable)
- Shift Allowances
- Training
- Weekly/Bi-weekly/Monthly pay periods
- Direct Bank Deposit
- Educational Newsletter
- Funeral and Death Cover
- Accident / Commuter Cover
- Employee of the month nominations

# Preferred Provider

The South African Police Service (SAPS) discontinued the use of names and ID clearance checks for criminal records. The only legal avenue to do a criminal screening of a person is through AFIS, the SAPS Automated Fingerprint Identification System.

This system uses fingerprint scanners to capture digital fingerprints. AFISwitch is South Africa's sole provider to the private sector of automated criminal record checks. AFISwitch interfaces with SAPS Automated Fingerprint Identification System (AFIS) to determine the criminal background status of a person.

In order to capture fingerprints electronically, agents must be enrolled with the SAPS AFIS system and that requires certification which in turn requires training. Only persons with no criminal convictions and a clear credit record can be trained. A strategic partnership between Express Employment Professionals and Managed Integrity Evaluation Pty Ltd (MIE), resulted in Express being selected as preferred provider to capture digital fingerprints on AFISwitch.



# Memberships

International Organization for Standardization



The Federation of African Professional Staffing Organisations (APSO)



Franchise Association of South Africa



Confederation of Associations in the Private Employment Sector



Services SETA



Manufacturing, Engineering and Related Services Seta



National Employers' Association of South Africa



# The Next Step

- Contact us to obtain our Franchise Application
- Email your application to [carolyn.diaz@expresspros.co.za](mailto:carolyn.diaz@expresspros.co.za)
- Call or visit any of our Express franchisees to discuss the benefits and their successes with becoming part of the Express family
- Please call Carolyn Diaz on 0861 166 853 / 012 641 0100 to continue the application process for a franchise opportunity

# National Express Offices

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# CONTACT US

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