



## Greetings to all the Guires Family

Welcome the very first internal newsletter that is guaranteed to make your day and maybe ease some woes. In this issue, we focus on you, and some factors that may have been pressing at you this last month. So come embrace this newsletter and explore the various aspects of work and much more! Look out for some work life hacks that you might find most useful and then move on to exciting upcoming events and special initiatives at Guires



# GUIRES U-PHRASE



## The Guires Vision and mission

**Vision** "aspires to be listed in Fortune 500 companies in service (outsourcing) company through its holistic approach that is globally trusted and preferred among its clients"

**Mission:** "Our company mission is to make our customers more competitive by helping to drive high levels of productivity and efficiency through superior customer service, innovation, creativity, quality and commitment and deliver 'measurable' results by taking a truly global approach".

## Guires- A formidable Background

Guires has grown tremendously in the last few years. Starting with one employee to a hundred in a span of just five years! (2011-2016)

In view of this the organization has forayed into several domains such as,

- Pep Creations
- Pepyogi- Healthcare CRO
- Academic
- Corporate Writing
- Analytics
- Guires Research
- Guires Publication
- Guires Technologies
- Marketing And Sales



## Changes to achieve vision

Achieving the vision is the primary goal of any organization. However, more recently Guires has taken measures to ensure that the organization is aligned to the set vision. This has been done in the form of many quality initiatives namely,

- The introduction of the Standard operating procedures- A must for all quality processes
- Divisional in-charges have also been identified for the various domains that Guires has entered into

# Work-life Super Hacks!

Work-life super hacks are basically small measures you can take to enhance your daily work experience

## Work life super hack #1 Build it up Buttercup!

Team building Work relationships are best when teams figure out a way to function together. But to get all of this going, all you need is a one simple trick.

Just take a step back, and breathe in the culture. THE best way to build the best relationships is to appreciate and fall in line with the work culture and environment. It is imperative that you realise the very basic values of the organisational culture. You get this and you are ready, set go to being a part of a great team and most usually, a leader that builds one! .

## Work-life Super hack #2

Organisational culture sort of brings us to our next work-life super hack, Time management or in other words; Balance. When you think about it, time management is easy really! And that is exactly what you should do. Think. And then, plan ahead. Planning ahead maybe daunting, but when you put thinking, planning and action together, you can't go wrong.. The best hack of all however is to plan for interruptions. Always plan to be pulled away from what you are doing, to get set on a more

pressing task. When you plan for interruptions, you know you are set to face anything the day throws at you. Are you on this yet?

## DE-STRESS WHILE YOU WORK

Back up! Enough life hacks to last you a month, we think! Moving on to greater things! Did you know that you can de-stress WHILE you work? Interesting fact, no? And we will tell you exactly how!

- Take a deeeeeeeeeeep breath! And kick start your morning with a smile, enthusiasm and good cheer!
- Communicate and converse with your colleagues and take your lunch breaks with them!
- Plan your work ahead and declutter your work space.
- Take a deep breath again, put your phone away and snack healthy!
- Finish your hardest tasks first and be friendly to everyone around you.

*Oh! Would you look at that? De-stressing is literally in you following the 2 work-life super hacks! That is some food for thought now!!*

# Initiatives

## The Guires U-Initiative

From this month on, Guires has initiated something unique with the celebration of your loved one's special day! Until now, Guires has celebrated every employee's birthday with much mirth and enthusiasm. But we now wish to extend that to your near and dear ones! Surprise offers for them are on the way!!

### June 15- July 15

|             |                           |           |          |
|-------------|---------------------------|-----------|----------|
| Prakash     | Mother - Sarawathi        | 1st July  | 48 Years |
| Anandh      | Daughter - Sai Dhakshanya | 5th July  | 02 years |
|             | Spouse - Divya            | 8th July  | 32 years |
| R. Vijay    | Mother - Kalaivani        | 28th June | 48 years |
| Roopashini  | Mother - Selvarani        | 29th June | 47 years |
| R.Sripriya  | Mother - Vasant           | 20th June | 59 years |
| Kannathasan | Daughter - Prashitha      | 08th July | 09 years |
| A.Ashok     | Spouse - Kavitha          | 02nd July | 37 years |
| M. Prasanna | Son - Nidhiesh            | 07th July | 11 Years |

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We Make It Happen.

## On the job training and Internship

With a view to facilitate education while offering on the job training, Guires is now offering extensive internship programs for graduates and under-graduates. Internship program will serve a dual purpose where interns will be gaining hands-on experience from the vast expertise at Guires

## Current Openings

- Technical writers
- Web designing- UI/UX
- Digital marketing- Creative content writer & SEO development
- Team Lead
- Project Management



## Upcoming Events

It is that time of the year again! Come July 15th, and we turn EIGHT! Celebrations galore on Guires Day!! Much to look forward to on this bright, starry occasion, where much has been achieved and the drive to achieve more stays alive! Watch out for an anniversary newsletter next!

The second event coincides with the first - the launch of the 'seller Pep-Yogi' website. We are quite upbeat and enthusiastic about the events and eagerly waiting for the dual celebration

Refer your friends to **Guires today!**