

Q1 2016 American Staffing Association  
Employment and Sales Survey  
Sector-Level Questionnaire

To ensure the confidentiality of company data submitted by survey participants, ASA has partnered with Inavero Inc. to tabulate results and derive cumulative figures. ASA does not have access to company submissions, and reports only aggregate results.

Survey participants receive an exclusive report on the survey results, which includes payroll data, gross margin trends, and productivity metrics available nowhere else.

If at any time, while you are filling out the survey, you need to go back to a previous screen, you can select the “back” button on your browser so that the questionnaire will return to the previous page. For technical questions regarding this survey instrument, contact Inavero at 800-921-2640. For general questions about this survey, contact George Nadareishvili, ASA manager of research, at 703-253-2021 or [gnadareishvili@americanstaffing.net](mailto:gnadareishvili@americanstaffing.net).

Based on feedback from members like you, ASA is establishing a system to provide an accurate and timely estimate of temporary and contract sales by sector (e.g. IT staffing, health care staffing, etc.). Would you be willing and able to provide temporary and contract sales data by sector?

*Please Note: Without sufficient sector level data, it will be impossible for ASA to provide sector-level benchmarking detail.*

- Yes, I will provide data by sector  
 No, I am only able to provide overall data

For which of the following sectors do you currently track revenue? Please select those sectors:

- Office—Clerical and Administrative  
 Industrial  
 Health Care  
 Information Technology  
 Engineering  
 Scientific  
 Accounting and Finance  
 Management (including executives)  
 Sales and Marketing  
 Legal  
 Other Professional  
 TOTAL (all temporary and contract staffing combined)  
 Search and Placement (direct hire placement and special recruiting services)  
 We don't track revenue by sector

## INSTRUCTIONS & DEFINITIONS

Please enter figures for all branches, franchises, and licensed operations in the U.S. (including Puerto Rico and the Virgin Islands).

Temporary and contract staffing is defined as a service whereby your company hires its own employees (W-2 workers—not 1099 independent contractors and not employee leasing) and assigns them to work for clients. This may involve supporting or supplementing a client’s work force to keep it fully staffed during busy times, gaining special expertise or staffing special projects, filling temporary vacancies, or temp-to-hire arrangements.

## SALES

Enter total temporary and contract staffing sales (including any royalties and license or temp-to-hire fees) for the following quarters.

	Q1 2015 (In Dollars)	Q4 2015 (In Dollars)	Q1 2016 (In Dollars)
Office—Clerical and Administrative			
Industrial			
Health Care			
Information Technology			
Engineering			
Scientific			
Accounting and Finance			
Management (including executives)			
Sales and Marketing			
Legal			
Other Professional			
TOTAL (temporary and contract staffing)			
Search and Placement (direct hire placement and special recruiting services)			

Does your company subcontract temporary or contract staffing services (where your company is the primary contractor, but services were actually provided by another staffing firm)?

- Yes  
 No

**SUBCONTRACTED SERVICES**

Enter the total value of subcontracted services provided by other staffing firms(s) for the following quarters. Any sales identified as subcontracted services are backed out of the total sales reported by your firm. If the total sales you reported for the previous question already exclude these earnings, you may leave this blank.

	Q1 2015 (In Dollars)	Q4 2015 (In Dollars)	Q1 2016 (In Dollars)
Office—Clerical and Administrative			
Industrial			
Health Care			
Information Technology			
Engineering			
Scientific			
Accounting and Finance			
Management (including executives)			
Sales and Marketing			
Legal			
Other Professional			
TOTAL (temporary and contract staffing)			
Search and Placement (direct hire placement and special recruiting services)			

**GROSS MARGIN**

Enter gross margin dollars for temporary and contract staffing services for the following quarters.

*Please note: Gross Margin = Total Sales - Cost of Labor*

*Cost of Labor = Wages + FICA + Workers' comp + Unemployment insurance + Health benefits + Other fringe benefits (sick pay, retirement, vacation, etc.)*

	Q1 2015 (In Dollars)	Q4 2015 (In Dollars)	Q1 2016 (In Dollars)
Office—Clerical and Administrative			
Industrial			
Health Care			
Information Technology			
Engineering			
Scientific			
Accounting and Finance			
Management (including executives)			
Sales and Marketing			
Legal			
Other Professional			
TOTAL (temporary and contract staffing)			
Search and Placement (direct hire placement and special recruiting services)			

**PAYROLL**

Enter gross payroll for temporary and contract employees before withholdings and other deductions for the following quarters. Do not include service fees or markups.

Q1 2015	<input type="text"/>
Q4 2015	<input type="text"/>
Q1 2016	<input type="text"/>

**EMPLOYMENT**

Enter the number of temporary and contract employees (W-2 only—not 1099 independent contractors) on your payroll during the week that included the 12th of the month in the fourth quarter of 2015 and the first quarter of 2016.

October 2015	<input type="text"/>
November 2015	<input type="text"/>
December 2015	<input type="text"/>
January 2016	<input type="text"/>
February 2016	<input type="text"/>
March 2016	<input type="text"/>

Please enter your contact information for verification purposes only. ASA does not have access to specific company sales and employment data, and reports only aggregate results.

Full name	<input type="text"/>
Email address	<input type="text"/>
Phone	<input type="text"/>

Thank you for taking time to participate in this important survey for the staffing industry.

You should receive an email with a copy of your responses after you click the “Submit” button below. Please contact Inavero at [survey@inavero.com](mailto:survey@inavero.com) if you do not receive a copy of your submission.