



**Professional Business
Solutions**

Of Western Colorado, Inc.

2938 North Avenue, Suite C

Grand Junction, CO 81504 970-242-3881 phone 970-242-3796 fax

Dental Offices,

We specialize in connecting dental offices with dental hygienists, assistants, and other office staff to help meet staffing needs as they arise. From full-time placements to short-term coverage, we help offices fill gaps so daily operations run smoothly.

We welcome the opportunity to discuss how we can support your office. This consultation is *free of charge*.

We offer:

Temp to Hire: When we find an employee for you that you would like to try out, they will work for you through us for a four-month period. During this four-month period, the employee will have the same payroll schedule as your office to ensure an easy transition. If you choose to hire them in house at the end of that time, they become your employee. If they are not the right fit, we can begin the process again and find a new candidate.

Part-Time Staffing: You are welcome to use our services whenever you need a Hygienist or Assistant due to vacation, illness, short-term absences, or maternity leave. These employees remain under our umbrella during their assignment with your office. We ensure payroll is handled accurately each pay period, and there are no additional fees beyond the hours invoiced for time worked at your office.

Payroll Services: We also provide payroll and human resource services for businesses. This includes paying in-house employees, preparing quarterly reports, paying payroll taxes, and assisting with hiring and termination processes.

If any of this interests you, please call me at 970-242-3881.

Mary Simon

Professional Business Solutions of Western Colorado

Mary Simon – Owner/President
mary@pbswc.com

Debbie Gormley – Payroll Coordinator
debbie@pbswc.com

Kendra Stocks – Staffing Coordinator
staffing@pbswc.com