

Important Notices

CONTACT INFORMATION: HUMANRESOURCES@QMCORP.COM (775) 355-4040

We want you to have EXTRA opportunities to win these awesome prizes! Read below for ways and rules to gain more chances to win big!

QM Resorts Holiday Incentive

Want more opportunities for cash and prizes?

There will be a raffle of prizes at the party this year! Each employee will receive two raffle tickets upon arrival. You can enter a ticket or both of your tickets for any prize you wish. **But wait, there's more!** For the whole month of November, you can earn extra raffle tickets by going the extra mile, get extra recognition from management by doing any of the following:

65" LG Big Screen TV



Xbox Series X



CASH



- ⇒ No missed clock-ins or clock-outs
- ⇒ Most tags submitted
- ⇒ Most tags completed
- ⇒ Doing extra to help other departments
- ⇒ Any task going above and beyond (determined by manager)

All recognition will be reported to HR by the department manager.
Earned tickets will be given out at arrival on Dec. 1st





QM Resorts Christmas Party

Please join us for drinks, dinner, and dancing as we bring 2023 to a close. We look forward to seeing you all there.



*Friday, December 1st, 2023
Grand Sierra Resort, Nevada Foyer
2500 E. 2nd St., Reno, NV 89595
6:00 pm for cocktails
7:30 - 8:30 pm for dinner*

Looking for a GSR Room?
Book online for the QM Resorts discount

<https://book.passkey.com/go/QMRF>

DON'T WAIT!

Deadline for savings is 11/16/23

RSVP by Fri. Nov. 24th

- Drop your RSVP to the executive office
- Contact: Sophia Terry, 775-325-3802
- E-mail: sophiaterry@qmcorp.com

NAME: _____

Accept Invitation Plus 1 Adult

All Staff

Submitted 09/06/2022

It's time for our annual insurance benefits renewal. We will be conducting insurance rollout meetings next week in Sparks and Lake Tahoe. If you are working on the below dates, attendance is mandatory; even if you do not intend to obtain insurance. A form will be required to sign that you attended and denied coverage. Please speak with your immediate supervisor for a time to attend the meeting. We look forward to seeing everyone.

Bilingual speaker is scheduled to attend.

Sparks – September 12, 2022

Monday @ 2:30 – English Presentation

Monday @ 3:00 - Spanish Presentation

South Lake – September 13, 2022

Tuesday @ 10:00 AM

North Lake – September 13, 2022

Tuesday @ 1:00 PM

All Staff

Submitted 06/09/2022

It is our top priority to keep our employees, guests, and tenants healthy at all times. Please follow these guidelines so we can keep our workplace safe!

1. Stay at home if you are feeling ill.
2. Notify Human Resources AND your manager IMMEDIATELY if you think you may have been exposed to COVID-19 or have symptoms related to the virus.

If You Were Exposed to COVID-19

If you were exposed and ARE experiencing symptoms;

- Stay home and quarantine for at least 5 full days.

To return to work the following must apply;

- **Fever free for 24 hours** (without the use of fever-reducing medication)
- Improved symptoms.

If You Test Positive for COVID-19

If you test positive for COVID-19

- Submit your results to HR immediately
- Stay home and quarantine for at least 5 full days.

To return to work the following must apply;

- **Fever free for 24 hours** (without the use of fever-reducing medication)
- Improved symptoms.

All Staff

Submitted 07/28/2021

Following Governor Sisolak's newest directive, as of Friday July 30th masks are required to be worn in all indoor settings **regardless of vaccination status**. That being said, masks will be required in the buildings again. If you are working outside, you are not required to wear your mask.

If you have any questions, comments, or concerns, my door is always open.

Thank you!

Amanda Walker

HR Manager

All Staff

Submitted 06/16/2021

I wanted to send out a reminder about utilizing your work computers for personal use. This goes against company policy and puts QM in, potentially, a very dangerous situation. Please remember that you are not permitted to utilize your work computer for any personal use, at all- this includes searching the internet for matters unrelated to work. Any personal use of company computers will result in corrective action being taken, up to and including termination of employment. The company must take a hard stance on this matter in order to protect the company itself and our employees, owners, and vendors sensitive information.

If you have any questions, please feel free to reach out to myself or IT.

Thank you!

Amanda Walker

HR Manager

All Staff

Submitted 03/29/2021

Are you enrolled in our company's 401k? Have you ever wondered what your risk profile should look like? Conservative? Moderate? Aggressive? Take a moment to review the attached and complete the Personal Investor Profiler quiz to make sure you're in the right profile and maximize your retirement.

If you aren't enrolled, there's no better time than now. We are seeing a great return in the market currently AND the company matches up to 4% immediately vested. Our waiting period to enroll is only 90 days of employment. That's almost unheard of!

Make sure you have downloaded the app to easily track and monitor your progress. If you need any assistance or have questions, please feel free to reach out to ADP directly or come see me.

Thank you!

Amanda Walker

HR Manager

All Staff

Submitted 03/19/2021

Please see the company org chart. This chart is position specific. It gives a brief overview of each position and title to help current and new employees understand the flow of our company.

Please take a look at the attached and feel free to come see me for a printed version

Thank you!

Amanda Walker

HR Manager

QM Resorts Organizational Chart

