



## Capabilities Statement

### Contact Information and Locations:

- 131 Oriskany Blvd., Suite 3E, Whitesboro NY 13492 phone: 315-736-3884 fax: 315-736-5340  
contact: Lynn Loomis, Vice President email: [Loomis@firstchoiceworkgroup.com](mailto:Loomis@firstchoiceworkgroup.com)
- 7525 Morgan Road, Liverpool NY 13090 phone: 315-453-5533 fax: 315-453-3958  
contact: Michele Washburn, President email: [mwashburn@firstchoiceworkgroup.com](mailto:mwashburn@firstchoiceworkgroup.com)
- Website: [www.FirstChoiceGroup.com](http://www.FirstChoiceGroup.com)

**First Choice Group CNY, Inc. is certified as a  
New York State Woman-owned Business Enterprise  
by NYS Empire State Development.**

First Choice group CNY, Inc. has been operating in central NY since 1962. We support the staffing needs of hundreds of regional and national companies. First Choice specializes in staffing for industrial, clerical, administrative, technical and professional positions.

Our office staff has extensive experience in human resources. We always keep current on the latest human resources changes, to provide our customers with answers and advice on a wide range of human resource issues. Our low staff turnover means consistency and outstanding customer service for our clients.

### *It is the Mission of First Choice Staffing:*

- *To be the leader in the employment services business by providing quality employees to our clients, valuable positions to our employees and by delivering extraordinary levels of service.*
- *To provide a work environment that:*
  - *is honest and ethical*
  - *promotes teamwork*
  - *encourages personal development*
  - *and recognizes accomplishment*
- *To operate as a caring and responsible member of the community*

### Company Data:

- DUNS:
  - 002430671
- Cage Code:
  - 4JCA4
- NAICS Codes:
  - 561320 Temporary Help Services
  - 541214 Payroll Services
  - 541612 Human Resources Consulting Services
  - 561311 Employment Placement Services
  - 561110 Office Administrative Services
  - 561210 Facilities Support Services
  - 561312 Executive Search Services
  - 561990 All Other Support Services
  - 541990 All Other Professional, Scientific, and Technical Services
  - 541611 Administrative Management and General Management Consulting Services
- SIC Code:
  - 7363
- PSC: R499

### Credit Cards accepted for payment:

