



More Articles For You

Hello Everybody,

Welcome to 'Fitness, Health & Safety' WINTER 2010 edition. Job Fits' own Newsletter. This Newsletter will help you keep up to date on the current services we provide; new developments as they become available; and learn about current fitness health and safety issues to help you keep yourself, your co-workers, and your family safe and healthy.

It's always hard to gauge if the information I provide in these newsletters is of interest to you. So I thank those of you who have recently provided me with

some positive feedback.

I hope you are just as pleased with this issue.

In this issue you will read about:

- How to set up your office chair
- How to manage stress
- What services Job Fit provides Victorian businesses
- Tips to reduce the potential for manual handling injuries
- How to stay warm during the cold months
- The benefits of eating a

proper breakfast, regularly

- How to make a delicious chocolate mousse

I hope you enjoy this issue, I continually try to provide articles that are interesting topics, so if you have any suggestions for the next issue please send me an email with your suggestion to andrew@jobfit.net.au.

Best Regards,

Andrew Funke
Job Fit Manager

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Your Workstation: The Office Chair

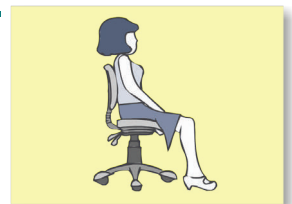
If you find that you suffer from aches and pains or are having trouble focusing on the task at hand, then it might be time to look at how your work area is set up.

Simple changes made at and around a workstation can make huge differences in the way our bodies cope.

Lets have a look at how your chair should be set up.

Here is five easy steps to consider when setting up your office chair correctly:

- Buttocks to the rear of the chair, do not slouch
- Shoulders should be relaxed with the elbows parallel (higher) than the workbench
- If your armrests are in the way, remove them
- Thighs should run parallel to the floor with feet flat on the floor.
- If knees pointing upward, raise the height of the chair and workbench



- If knees pointing downward, use a footrest
- Backrest of the chair in a slight incline position but not too far

Need an ergonomic assessment?

Contact Andrew for a 15minute assessment of your desk. You will also receive an evaluation.



Managing your time and tasks efficiently will help to avoid stressful times.

“Regular exercise gives your body a chance to de-stress by increasing blood flow to your muscles helping to relax your body”



How to Manage Stress

Stress is becoming a huge factor in our lives today. We are required to work harder, faster, and longer just to get by from day to day. Extended work hours, schedules, and other commitments keep people 'going' all day. Even when all daily activities are done for the day, the effects of stress still affect the body. It is important to know how to manage and prevent stress to ensure you are getting proper sleep.

Tip 1: Develop Healthy Habits

We are fueled by the foods we eat, if we continually consume fatty foods, caffeine, alcohol, and smoke our bodies natural ability to

cope with stress decreases. Therefore we become stressed easier.

Tip 2: Exercise

Regular exercise gives your body a chance to de-stress by increasing blood flow to your muscles helping to relax your body. Exercise also releases endorphins which help keep you active and energized.

Tip 3: Manage Time Efficiently

Planning your day (or week) ahead and writing it down will help to clear your mind and allow you to clearly think and effectively respond to new issues as they arise. Priori-

tizing those tasks will further help to ensure you complete those important tasks and gives you the opportunity to complete the less important tasks if you have time.

Tip 4: Practice Relaxation Techniques

Incorporate yoga, meditation or other relaxation techniques into your routine. Learn how to tune out noisy distractions.

Tip 5: Take Regular Breaks

Try taking a 10 minute break every two hours to de-stress and get yourself together. Our busy lifestyle keeps us on the run, so force yourself to take these breaks.

What Can Job Fit Do For Your Business?

Job Fit is an injury prevention service provider. We provide a range of occupational health and safety, risk management and wellness programs and services to improve workplace safety and reduce injuries.

Our innovative and proactive approach ensures you receive professional service in the areas of:

- Injury prevention
- Occupational assessments
- Occupational training
- Health and wellness

We customize our programs and services to make certain we meet your organizational needs.

In the five years I have been running Job Fit, we have worked with over 50 companies to improve their safety measures & protect their workers from injury.

Occupational Assessment Services

Regular occupational assessments in a business is not only necessary to maintain a satisfactory level of safety but it's also an employers obligation under the OH&S Act 2004. Job Fit provide a range of occupational assessments such as risk, workplace, and noise assessments

Occupational Training

Providing regular training for employees is an important part of any working risk



management plan. Job Fit is very diligent in providing customized training in the areas of injury prevention, back care, manual handling and ergonomics.

Office Ergonomics

Clerical staff can often be overlooked by businesses that have both office and manufacturing/warehouse operations. Job Fit provide an educational program and ergonomic consultation service to ensure workstations are not contributing to common overuse complications such as RSI, migraines, and aches and pains.

Contact Andrew on 0414 873 401 for more information on Job Fit's services.

Manual Handling: Injury Prevention Tips

Manual handling is the major cause of injury in Victoria and Australia. It is not a secret that many injuries can be avoided by performing manual handling tasks the correct way.

Many of us for whatever reason—productivity requirements, complacency, laziness – choose to put our body at risk by taking shortcuts.

Manual handling training will help us understanding how our bodies should move and what postures and forces increase/reduce the risk of injury, and hopefully provide you with enough practical skills and knowledge to be able to perform manual han-

dling tasks more safely.

I have included 5 tips to help reduce the potential for musculoskeletal injuries:

1. Never lift and twist at the same time. Perform one movement at a time, this will reduce stress placed on the lower back
2. Try to take a short break from repetitive tasks. This could be through job rotation or a short stretching break. This will help reduce fatigue
3. Never lift below the waist without bending your knees. The potential for injury will be increased

ten fold!

4. Warm up first. When we are cold, we are at a higher risk of injury. A proper warm up will increase blood flow, body temperature and improve flexibility
5. Get plenty of rest and sleep. When we are tired/fatigued we tend to take short cuts and not engage our muscles properly, resulting in poor technique

If you believe your workplace needs to update their manual handling training, call Andrew on 0414 873 401 or email admin@jobfit.net.au.



Manual handling injuries are the most common type of injury in Australia.

Staying Warm In The Winter

Now that winter has hit, many people turn up the heat at home without much thought. When finances are tight, how can we stay warm during the cold months? Try these tips for heating up:

Wear Layered Clothing

When dressing for the day,

layers are important during the winter months. Some days will require more layers than others. Check the weather each morning and choose an outfit accordingly.

Keep Head & Feet Covered

We lose a lot of heat through our underarms, groin, and

head. Keeping these areas covered and wearing footwear will help to keep warm.

Invest in an Electric Blanket

Investing in a few smaller purchases, such as a space heater or an electric blanket, can go a long way in reducing overall heat costs.

“We lose a lot of heat through our underarms, groin, and head. Keeping these areas covered and wearing footwear will help to keep warm”

Why Eat Breakfast?

There are many benefits to eat breakfast every morning. Here are just a few:

Benefits The Children

Breakfast has a huge impact on a child’s growth and development. Breakfast can provide a large part of the recommended daily intake of nutrients. Kids missing breakfast may not function as efficiently (mentally), have learning and behavioral problems, and are more likely to

have problems with obesity.

Helps To Lose Weight

Eating breakfast reduces total calories eaten throughout the day, and increases leptin output (reduces appetite). Also you are less likely to eat high-fat foods mid morning to get you through to lunch time.

Kicks Off Your Metabolism

Eating breakfast starts your metabolism early so that it

burns the maximum number of calories to fuel your activities.

If your excuse for missing breakfast is lack of time, then figure out what you want to eat the night before, set your alarm 10 minutes earlier and prepare it that night if necessary. Alternatively pack something to take with you.



A healthy breakfast will actually help to reduce weight for people who aim to shed some extra kilos



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We're on the web
www.jobfit.net.au

Job Fit is a Victorian based company that is recognised for providing innovative and professional health, fitness and workplace safety solutions to all industries.

Services Job Fit can provide for you:

- Workplace Assessments
- Manual Handling Risk Assessments
- Noise Assessments
- Employee/OHS Representative Manual Handling Training
- Workstation Setup (Office ergonomics)
- 'Stretch Into Action' programs
- Group or Personal Training

If you would like to know more about the services we provide, or know someone else who might be interested please call Andrew on 0414 873 401 or visit our website at www.jobfit.net.au for more information.



Recipe: Chocolate Mousse

Preparation Time: 15minutes

Cooking Time: 5minutes

Ingredients

- 200g dark cooking chocolate, chopped (Nestle brand)
- 20g butter
- 2 tbs Tia Maria liqueur
- 250ml (1 cup) thickened cream
- 3 eggs, separated
- 125ml (1/2 cup) thickened cream, extra
- 6 maraschino cherries with stems, to decorate

Method

1. Place chocolate, butter and Tia Maria in a heatproof bowl or in top of double saucepan. Place over a saucepan of simmering water (make sure bowl doesn't touch water). Use a metal spoon to stir for 5 minutes or until mixture is smooth.
2. Remove bowl from heat. Set aside for 5 minutes to cool slightly. Use metal spoon to stir egg yolks into chocolate until well combined.



3. Use an electric beater to beat the cream until soft peaks form. Use a metal spoon to gently fold the cream into the chocolate mixture until combined.
4. Use an electric beater to beat the egg whites in a large, clean dry bowl until soft peaks form. Use a large metal spoon to fold half the egg whites into the chocolate mixture. Fold in the remaining egg whites until combined.
5. Spoon chocolate mixture evenly into six 185ml (3/4-cup) glasses or serving dishes. Cover with plastic wrap. Place in the fridge for 3 hours or until firm.
6. Use an electric beater to beat the extra cream until firm peaks form. Place in a clean piping bag fitted with a 2cm-diameter fluted nozzle. Pipe cream in a spiral on top of each mousse. Top with a cherry.

Notes

You can make this recipe to the end of step 5 up to 6 hours before serving. Place in the fridge. Continue from step 6 up to 3 hours before serving.