

PUGET SOUND NATIONAL BANK  
Inter-Office Memo

DATE: August 25, 1987  
TO: Wanda Thompson, Personnel Group MS 2500  
FROM: Julie Snope, Training Dept.  
SUBJECT: CSR WORKSHOP

In September a series of CSR workshops will begin. This workshop is being offered to all of our branches as well as the savings bank branches.

For one of the workshops I would like to have you give your presentation on Personal Image. These sessions will be 2 1/2 hours long. The audience will be primarily customer service representatives and tellers.

Tentatively this is scheduled for the week of November 9th. I would need you to be available November 10, 11 and 12th. Each day we would have a morning session (8:30 - 11:00) and an afternoon session (2:30 - 5:00). Two of the days would be at Narrows Training Center and one day at Overlake Training Annex.

I will give you more information when dates are confirmed. This sounds like a fun day for the class and I know we will all enjoy your presentation.

If these dates are completely out of the question, please let me know.

Thank you,

  
Ext. 3662