

LOCAL KELLY TEAM

Hours: 8:00 A.M. – 5:00 P.M. EST
Monday – Friday

Contact Information:

Phone: **(412) 788-4591** Email: 514E@kellyservices.com

Address:

2000 Cliffmine Road
Suite 130
Pittsburgh, PA 15275

When to Contact the Local Kelly Team:

- To discuss any performance-related topics or issues
- To refer a new substitute employee
- To request any special reporting

KES SERVICE CENTER TEAM

Hours: 5:00 A.M. – 8:00 P.M. EST
Monday – Friday

Contact Information:

- Phone: **866-535-5998 (1-866 KELLY98)**
- Email*: KESSCHEDULE@kellyservices.com

**please do not email for urgent issues, anything that needs a same-day response should be called in*

When to Contact the Scheduling Team:

- To cancel or modify an existing absence
- To request a specific substitute
- For last minute, same day absences
- To move an assigned substitute to a different absence

Kelly's Frontline System (formerly Aesop) Hours: 24/7

Go to KellyEducationalStaffing.com and click on Employee Logins to access the system.