

WE HAVE THE HELP YOU NEED

TECHNOLOGY & DIGITAL

- Automated Proposals & Data Collection
- Centralized Client Management Repository
- Secure File Sharing and Client Communication
- Email, SharePoint, OneDrive, DropBox, Citrix
- Cybersecurity & Information Security
- Digital Marketing, Website, SEO & Branding

WORKPLACE OPS

- Accounting and Operations Support
- Data Clean Up
- Bill Payments & Expense Management
- Invoice, Accounts Receivable, Reporting
- Payroll and 1099 contractor payments
- Projects Support

CONTRACT/TEMP STAFF

- On-demand temporary staff - FT or PT
- Located in MA, but available remotely
- Best Boston area schools' graduates
- Experienced, Vetted, Background-Checked
- Staff Accounting, Financial Analyst, Data Analyst, Operation Analyst and more

FINE PRINT

- All work is done in the US, never outsourced
- Mid-market expertise
- Rates starting from \$35/hr.
- Exceptional local client references
- Compliant with InfoSec, Privacy, Cyber Security
- Confidential and secure at all times

