

CAPABILITY STATEMEN











WORKFORCE INFRASTRUCTURE SKILLS GAPS FILLED PROJECTS COMPLETED ON TIME LOCAL, NAT'L & INT'L SUPPORT

ENGLISH & SPANISH-SPEAKING WOMAN & MINORITY-OWNED 20 YRS. EXPERIENCE IN RECRUITMENT, OPERATIONS AND HUMAN RESOURCES

WE ARE YOUR BILINGUAL TECH WORKFORCE MATCHMAKERS



Perm Placement Temp Placement Contract-to-Hire Payrolling Enrollment Marketing Job Seeker Toolkit

Health Tech Microelectronics Aerospace Gaming Attractions Government

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Hiring can be tough, but it doesn't have to be.

CORE COMPETENCIES

- Technology, HR and Admin infrastructure implementation and skills gaps fulfillment
- Documentation, testing, co-employment, employer training and risk mitigation
- We take the complexity out of hiring which results in on-time project completion
- Local, national and international support
- Recruitment, onboarding, performance, offboarding and file management
- Background, Education, Reference, Drug & Employment Checks to client specs
- Wide pool of vetted and proven, professional candidates
- Time and attendance management technology: PC & mobile, GEO fencing, iris recognition, client dashboard, budget threshold and other reporting
- Employer of record contractor payrolling management: Taxes, W2s, payments
- Consolidated invoicing plus Work Breakdown Structure Elements (WBSE)/Cost Codes
- Proficiency industry software systems (CRM, VMS, Procurement, etc.)
- Create Fair Labor Standards Act (FLSA) compliant job descriptions

DIFFERENTIATORS

- Certified Woman and Minority-owned business, Bilingual: English & Spanish-speaking
- 20 Years Recruitment, Human Resources, Operations, and Project Management experience in technical environments
- Management of thousands of workers for Fortune 500 companies: Multiple classifications, pay structures, job roles, work schedules and locations
- Insured, bonded and Affordable Care Act (ACA) compliant

PAST PERFORMANCE

- \$52K executed hiring contract for microelectronics company: Technology Program Mgr, MES Developer & MES Manufacturing Systems BA
- \$8.2K fulfilled hiring contract for health tech company
- Payrolling subcontract for \$12.5M over 5 years with AllianceOne-CFX end-client
- Hiring Contract \$20K for a chemicals manufacturing company-multiple positions

PREQUALIFIED VENDOR PORTALS

SAM.GOV, Orange County, FL DMS Vendor Bid System, Lockheed Martin, NASA, Valencia College, FAM-Disney, SAIC, FDOT, Palm Bay County, General Dynamics, Boeing, OrlandoHealth, City of Orlando, City of Kissimmee and DSBS















NAICS INDUSTRY CODES

561311	Direct Hire Employment Services- Permanent Staffing
561320	Contract-Temporary Staffing Services
561110	Office Administrative Services
541612	Personnel Management Consulting Services
561410	Resume Writing Services
561311	Internet Resume Listing Services

PRODUCTS AND SERVICES CODES (PSC) **MANAGEMENT/SUPPORT**

R408	Program Management/Support
R431	Human Resources
R415	Technology Sharing/Utilization
AE36	Manufacturing Technology
R706	Logistics Support
R615	Administrative Background Investigation
R429	Emergency Response/Disaster Planning / Preparedness Support
R799	Support Management: Other
R425	Engineering/Technical
AD96	Defense
V251	Recruitment Personnel
R707	Contract/Procurement/Acquisition Support
U002	Personnel Testing
AG26	Energy/Gas