



Resources tailored to your unique needs

Finance and Accounting >

- Treasury and cash management
- Ongoing accounting and general ledger
- Financing support
- Accounts payable and purchasing
- Payroll administration
- Forecasting, budgeting, and KPI reporting
- Audit coordination
- Annual tax filing

Human Resources, Staffing, and Administration >

- Policy and procedure development
- HRIS administration
- Employee onboarding and offboarding
- Health and retirement benefits planning
- Exclusion checks

IT and Technical Infrastructure >

- IT operations budgeting and planning
- Employee setup and hardware
- Help desk support
- Network and server management
- Data backup and recovery
- System support and cybersecurity

Risk Management, Insurance, and Legal >

- Property, casualty, unemployment, and liability insurance
- Workers' compensation
- Workplace safety oversight and auditing
- Legal policy and procedure development
- Compliance and reporting
- Litigation support
- Contract administration

Facilities and Fleet Management >

- Financing and oversight support
- Facilities development, maintenance, and repair
- Zoning and code compliance
- Centralized real estate asset management
- Coordination for buying, selling, leasing, and moving