

SKILLS / INTERESTS / PREFERENCES:

We have a number of profit centers. Some skills are useful in multiple areas. The following helps us understand what job description(s) may most closely match your interests & our needs.

 If you have either Desire or Experience, then insert a number to represent level of desire or experience, otherwise skip to the next item.
 If you need to clarify, do so in the space below categories. You may also circle items to include/exclude certain items of interest/disinterest.

Desire:
"would/could"
 0=NONE 9=HIGH

Experience:
 1-3 - Hardly/ never
 4-6-Comfortable with
 7-9 - Can instruct others

Tasks:

Run a commercial mower
 trimmer, edger, blower

LABOR

Auto detailing / cleaning / touch up / light mechanical / portering

Property rehab / painting/ roofing / drywalling/ carpentry/ siding / electrical

ADMINISTRATIVE

Bookkeeping / invoicing/ payables/ spreadsheets/ tax filings/ payrolls

Marketing via postcards/ design/ print / address & mail / place ads/ signs:

Graphics / websites/ FTP / html emailing / design :

New client aquisition: database build/ contact & followup / seek new avenues

Cross marketing: maintaining & initiating ways to market us with other businesses to mutual benefit.

SALES/ SERVICING

Tax & accounting for clients / income tax/ payrolls/ corp setups / computer setups

Automotive: buyer / selling to customers/ document flow/ secretary of state filings/ file set ups & maintaning

Real estate representation for buyers/ sellers / loans

