

@SECRETARIAL

For all your outsourcing needs

Brochure

Office & Business Services



Virtual Secretarial & Business Services

Your On-Line Assistant :

Digital Dictation
Copy Typing
Spreadsheets
Business Services



If you've ever thought that you need an assistant, but don't have enough workload to justify the expense of a full or even part time person, then an Online Assistant may well suit your requirement.

Graphics & Presentations

Your On-Line Designer :

PowerPoint
Visio
Photoshop
CGI Graphics



If you've ever thought that you need more specialised business requirements, but can't justify the expense of a professional company, then an Online Designer may well suit your requirement.

Internet Support

Your On-Line Internet Professional :

Website Design
Website Hosting
HTML Coding



If you've ever thought that you need control over your internet presence, but can't justify the expense of a professional company, then an Online Internet Professional may well suit your requirement.

Joining up with us is easy. Visit our website www.at-sec.co.uk and sign up today

Have a look at Our Charges, you might be pleasantly surprised.
We look forward to working for you.

You decide on the cost-effectiveness of outsourcing