

Relief for your business
problems. . .

Carnanco

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Carnanco offers the affordable solution to your staffing and expertise needs. If your company has a big project, a periodic jump in workload such as a quarterly newsletter, just a little too much going on or needs some expertise or advice, hiring the help you need is a long term burden for a short term problem. Carnanco can offer you exactly what you need, when you need it.

Clerical Services:

- Document Creation including fill-in forms, PDFs, standardized reports, letters and more.
- Data Entry - Excel, Access or specialized software
- Online research
- Mailings - list creation, labels, envelope stuffing
- Event Planning
- Employee Scheduling
- Handbooks, reports and training materials
- Short term projects or long term support

Marketing & Design:

- Flyers
- Business Cards
- Newsletter Layout
- Article Writing
- Blogging
- Web Browser Toolbars
- Website design
- PowerPoint

Consulting:

Business Consulting such as office organization, workflow, technology, marketing, efficiency, training, mobile computing and more.

*This list is not all inclusive.
Please call to discuss your specific needs.*