

Virtualyze by V33



V33 by Pereece now offers a new service as a Virtual Assistant



Services include:

⇒ Financial Accounting and Bookkeeping

Invoices | Payroll | QuickBooks Setup | File Updating | Reporting

⇒ Administrative and Customer Service Support

Email + Calendar Management | Phone Calls | Scheduling | Research | Travel Arrangements

Surveys | Secret Shopper | Business Process Review | Customer Service

⇒ Website Maintenance and Management

Creation | Hosting | Monitoring | Updating | Traffic Analysis

⇒ Digital Content Creation and Social Media Management

Presentations | Reports | Templates | Logos | Websites | Flyers | Brochures | Business Cards

⇒ Database and Cloud Computing Management

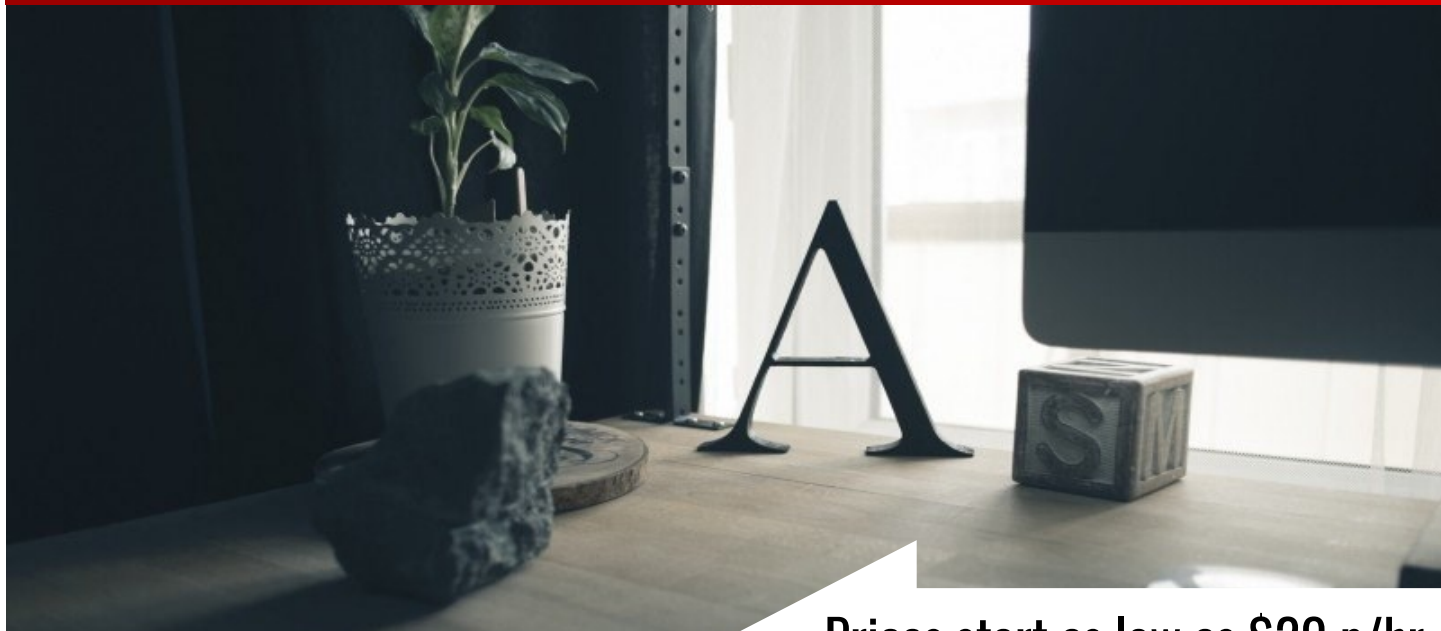
Customer Relationship Management Software | Information Logging | Conversion to Digital Processes

www.v33bypereece.com | v33bypereece@gmail.com | 242.364.2411 | 242.465.1575

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Prices start as low as \$20 p/hr

- ⇒ Financial Accounting and Bookkeeping
- ⇒ Administrative and Customer Service Support
- ⇒ Website Maintenance and Management
- ⇒ Digital Content Creation and Social Media Management
- ⇒ Database and Cloud Computing Management

HOURLY RATES
DAILY RATES
MONTHLY RATES

SEMI ANNUAL
AND
ANNUAL PLANS

SPECIAL PROJECT
PLANS

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