

HOW WE WORK

1 CONSULT + ASSESS

A MEMBER OF OUR TEAM WILL WORK WITH YOU TO UNDERSTAND YOUR ORGANIZATION'S NEEDS AND GOALS FOR YOUR REMOTE EMPLOYEES.

KEYS TO HAPPY, HEALTHY REMOTE STAFF

- Mental well being
- Physical well being
- Company Inclusion
- Monthly support programs
- Virtual partners
- Vendor partners
- Expert & specialist field support
- Home office transition & ergonomics

2 RECOMMENDATIONS

YOU'LL RECEIVE RECOMMENDATIONS THAT HELP YOUR STAFF EFFECTIVELY AND EFFICIENTLY OPERATE REMOTELY.

WORK WITH US



3 ADVANCED SOLUTIONS

TOGETHER WE WILL CREATE A CUSTOM SOLUTION THAT IS SPECIFIC TO YOUR ORGANIZATION'S NEEDS.



SMOOTH REMOTE TRANSITION LOGISTICS

Consistent protocol, processes and guidelines for your remote workers including:

- Work Space Ergonomics - Do your employees have the proper work space to support a productive work environment? What hard goods are required? What items are supplied by the company versus supplied by the employee? Is work space virtual meeting ready? What are the corporate requirements?
- Home Office Soft Goods - What soft goods are needed by your employees? Are these items supplied by corporate or supplied by the employee? Is there central ordering or a reimbursement program?
- Home Office Confidentiality - Are remote employees able to keep sensitive or confidential information private? Is corporate information accessible to guests in a remote worker's home?
- Employee Inclusion Programs - How do you ensure remote employees feel connected to fellow employees and your company? Do you have a consistent inclusion program?
- Virtual Capabilities - Are remote workers trained and comfortable with the virtual technology required by corporate? Are home office backgrounds appropriate and professional for virtual meetings?
- Access to Corporate Assets - What are the corporate guidelines for accessing corporate assets? Are remote workers able to access items needed from the office?
- Remote Staff Tax Ramifications - Are remote employees educated on home office tax ramifications? What are the corporate guidelines if an employee moves or works from another state?

FOR A PERSONALIZED QUOTE

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