





## CAPABILITY STATEMENT

Minnodi is your visionary, women-owned small business based in Maryland, specializing in cutting-edge solutions, including Staffing, IT Solutions, Management Consulting and Engineering Services. Our commitment to innovation, excellence, and the transformative power of turning challenges into opportunities ensures our clients' success becomes an inspiring journey. Quality is paramount at Minnodi, and our approach is built on trust, integrity, and empowerment, transcending boundaries to create a harmonious and promising future.

## MISSION STATEMENT

Our mission is to enrich and fortify the realms of science and technology, cultivating trust and value as we assist our clients in enhancing their business processes, sourcing the most fitting talent, and harmonizing quality processes through the adept application of technology. Rooted in our profound passion for science and technology, we are driven to foster innovation, excellence, and sustainable growth in our client's endeavors.

## VISION STATEMENT

Our vision is to be the trusted partner of choice for businesses and organizations, where our core values serve as the guiding principles of our operations. We see a future where our commitment to excellence, integrity, and a client-centric approach propels us to the forefront of our industry. We aim to continually improve and innovate, offering top-tier solutions that meet our clients' evolving needs. In this vision, we foster long-lasting relationships built on trust and ethical conduct while consistently delivering exceptional value and quality

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## CORE COMPETENCIES

### Staffing Augmentation Services

- Talent Sourcing
- Candidate Screening
- Quality Assurance
- Quick Turnaround
- Workforce Training
- Cost Efficiency

### Management Consulting

- Program/Project Management
- IT Governance
- Regulatory/Research Consulting

### Information Technology

- Agile Application Development
- Web, Graphics Development
- Operations and Maintenance
- Cloud Services
- System and Skill Training
- AI Powered Solutions

## DIFFERENTIATORS

### 1. Customized Solutions

We work side-by-side with you to develop a customized package that aligns to your overall need. With Adaptability and Client centric approach we tailor technology adoption strategies.

### 2. Quality-measured service delivery

Everything begins and ends with quality. Our methodologies ensure alignment with your perceptions of quality.

### 3. Strategic Guidance

We are focused on providing strategic advice and expertise to help clients make informed technology-related decisions. We understand client's business objectives and aligning technology solutions with them.

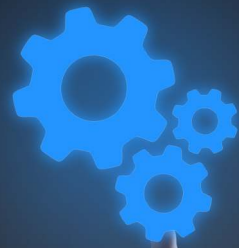
### 4. Cutting-Edge Expertise

We provide cutting-edge expertise in emerging technologies, differentiating us in the field of IT consulting.

### 5. Diversity and inclusion

We are Distinguished by our unwavering commitment to diversity and inclusion, fostering innovation, understanding diverse markets, and ensuring equitable, well-rounded decision-making.

# OUR CAPABILITIES



## STAFFING AUGMENTATION SERVICES

Minnodi's mission is to provide high-quality staff augmentation services to both private businesses and government organizations. We are dedicated to delivering the most qualified individuals to meet your temporary or long-term staffing requirements in a cost-effective manner. With over 24 years of experience, our independent firm has steadily grown and built a reputation for attracting top talent. We remain committed to meeting your staffing needs efficiently and effectively.



Temporary /  
Contracts employees



Temp to Perm



Executive  
Search

## HIRING AND STAFFING SERVICES



Full Time / Part Time



Flex Staffing  
Government & Private



Information Technology  
Professionals

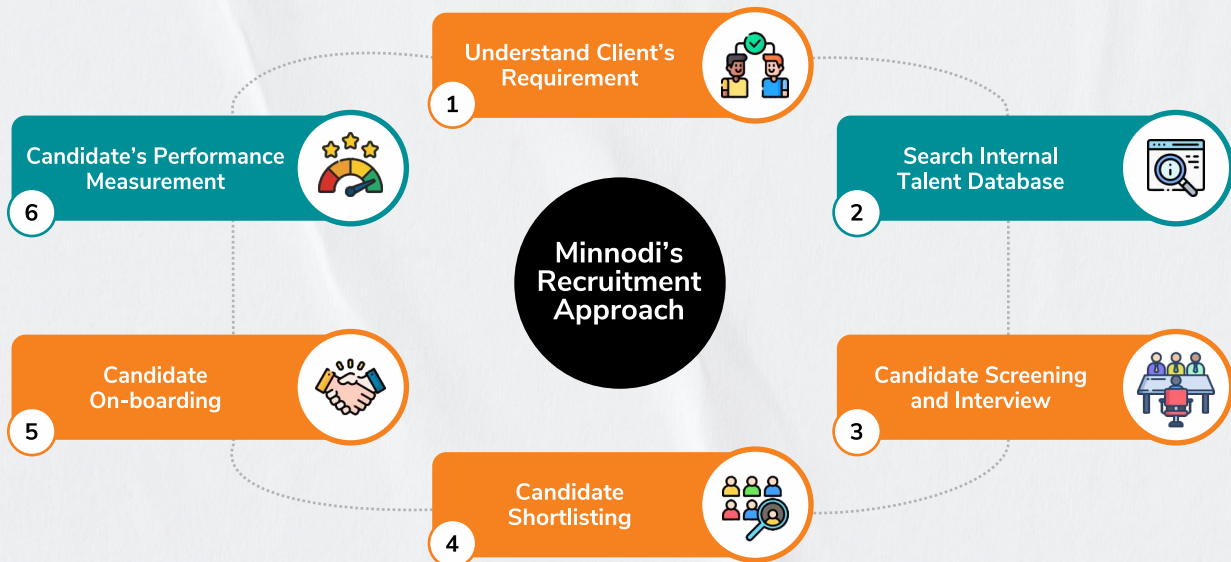


Management /  
Financial



Engineering  
Staffing

## STAFFING PROCESS




## WHY WE ARE ?


### Staff Augmentation Benefits



No infrastructure  
Investment



Reduces time spent  
on recruitment



Eliminates the additional costs of  
having in-house employees



Not bound by  
geographical locations

### Temporary / Temporary-to-Permanent:

We can provide recruiting and on-boarding services, workers' comp insurance coverage, and a permanent-hire pathway.

We offer lump-sum, monthly, or weekly billing options; fees based upon hourly wage over a 13-week period.

# WORKFORCE TRAINING SERVICES

Minnodi provides comprehensive training courses that are open to all, irrespective of their field of study or level of experience. Our workforce training programs are designed to cater to a diverse audience, offering a range of options for individuals, whether they are interns seeking foundational knowledge or seasoned professionals aiming to further develop their careers.



## Basic IT Admin Training

- ➔ Introduction to IT Industry
- ➔ Types of IT Companies
- ➔ Typical IT Roles
- ➔ Culture
- ➔ Skills needed for various IT Jobs
- ➔ Designing and Managing a website
- ➔ Office Tools 365 Introduction
- ➔ Emerging trends in IT



## Cyber Security Training

- ➔ Introduction to security Fundamentals
- ➔ Security Management process
- ➔ Security Policy Fundamentals
- ➔ Network security
- ➔ Application security
- ➔ Cyber security tools
- ➔ Compliance and Operational Security
- ➔ Risk Management



## Contract Management and Accounting Basics Training

- ➔ Procurement basics
- ➔ Payroll/timesheet management basics
- ➔ Federal/ State regulations
- ➔ Roles and Responsibilities
- ➔ Invoicing
- ➔ Contract support



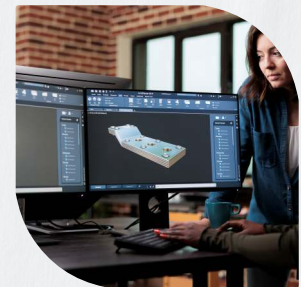
## Human Resource Management Training

- ➔ Introduction to HR Management
- ➔ The role of HR Management in IT Industry
- ➔ Tools used in HR Industry
- ➔ History of HRM
- ➔ Internal structure of an HR Department
- ➔ Aligning HRM Strategy
- ➔ Ethical issues in HR



## Case Management Training

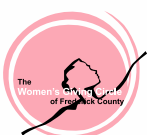
- ➔ Mental Health & Mental Health Comorbidities
- ➔ Intellectual & Development Disabilities
- ➔ Cultural/Ethnic Backgrounds
- ➔ Investigation Framework



## CAD Interior Designing Course

- ➔ Scope of Interior Design
- ➔ Introduction to Interior Design
- ➔ Elements & Principals of Design
- ➔ Space planning and Layout
- ➔ Materials and Finishes
- ➔ Lighting Design
- ➔ Furniture Design and Selection
- ➔ Colour Theory and Application
- ➔ Building code, Regulations, Fire safety and Security Systems.
- ➔ Computer Aided Designs (CAD) and Visualization

### Our Customers



Minnodi's Online Platform for Training & Student Management

**LEARN CONNECTS**

[www.learnconnects.com](http://www.learnconnects.com)



## MANAGEMENT CONSULTING & IT CONSULTING

In a world where innovation and adaptability reign supreme, Minnodi LLC stands as the beacon of transformation and progress. As your trusted partner, we redefine the boundaries of excellence in both Management and IT consulting, seamlessly merging strategic wisdom with cutting-edge technology. Our team of visionary consultants possesses the acumen to navigate the complex landscape of modern business, sculpting tailored solutions that guarantee unprecedented success. Whether you seek to streamline operations, optimize workflows, or harness the full potential of digital evolution, we are the catalysts of your organization's ascent to greatness. Minnodi LLC, where innovation meets implementation, and your dreams become reality!

### QUALITY CONTROL

At Minnodi LLC, we don't just meet industry standards; we set them! Our commitment to delivering exceptional management consultancy services is rooted in our unwavering dedication to quality control. We believe that excellence isn't a destination; it's a journey, and we embark on this journey with each client. Our QC process is a symphony of precision, insight, and innovation. We harmonize data-driven analysis with out-of-the-box thinking to create bespoke solutions that are beyond exceptional. With Minnodi LLC, quality isn't a checkbox; it's a way of life, ensuring our clients don't just succeed – they thrive!



## ENGINEERING SERVICES

We provide comprehensive in-house design and engineering services encompassing a wide spectrum of engineering disciplines, such as Mechanical, Piping Engineering, Civil, and Structural engineering. This all-encompassing service ensures operational efficiencies through a seamlessly integrated design process, ultimately leading to a more cost-effective solution for our clients. Our team of highly qualified engineers and designers specializes in delivering detailed engineering designs and drafts, utilizing advanced design software and tools, including AutoCAD 2D design, SOLIDWORKS, and Caesar II, among others.



### Mechanical Engineering

- Solidworks Premium 3D Design
- AutoCAD 2D Design
- Quality control
- Materials handling solutions
- Mechanical systems and structure design
- Mechanical standards development
- Pumping systems (Water or slurry)
- Modelling and design



### Civil & Structural Engineering

- AutoCAD 2D Design of Foundations, Conceptual design through schematics, Access platforms, Services (e.g., Pipework, cable ladder, etc),
- Supporting Structures
- Field Services
- Project coordination
- Cost and Control Engineering
- Administration & Operations
- Quality control, Structural inspections, and audits



### Piping Engineering

- CAD Designing-2D & 3D works
- Revamp study & Execution
- Troubleshooting & Solution provider
- Pipeline engineering
- Piping systems designing
- Stress analysis
- Support Engineering
- GRP/FRP Analysis

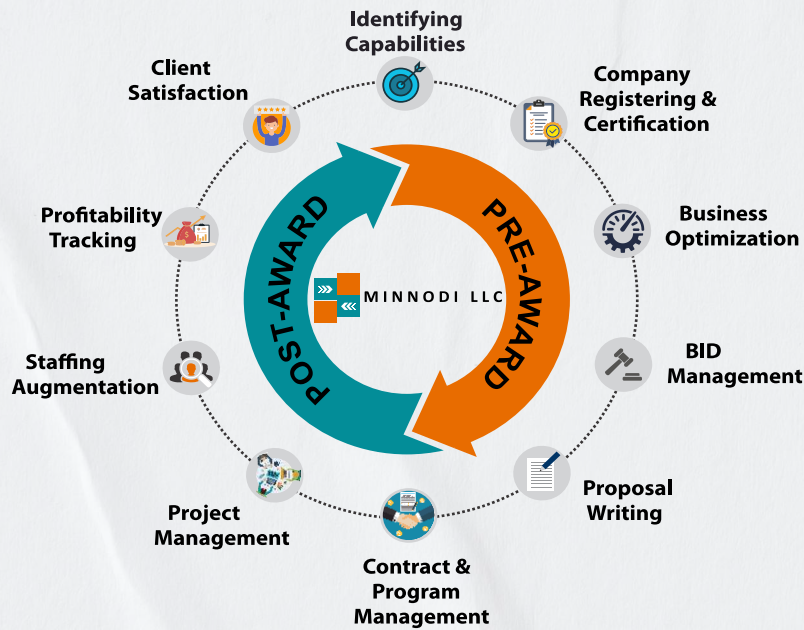
# SUPPORTIVE CAPABILITIES

## BUSINESS DEVELOPMENT SERVICES

Minnodi brings a fresh perspective to business operations. In a digital age where a dependable network is vital, we offer practical services that offers flexibility, cost-effectiveness, performance, and readiness for what lies ahead. We recognize the importance of a strong network in business and provide solutions to help your organization adapt to changing needs efficiently.

### Services Provided

- ➔ Proposal Development
- ➔ WOSB/SBE/MBE Certification
- ➔ Vendor Registration & Certification
- ➔ CMMI/ISO Certification
- ➔ Business Development Support
- ➔ Team Forming Strategy
- ➔ Branding, Marketing & Online Presence



## SUPPORT FOR NON-PROFIT ORGANIZATIONS

Minnodi partners with non-profit organizations to provide practical support for community empowerment. We work together to upgrade their technology, enhance their services, and create positive impacts. Our commitment is to contribute towards a better world and future for everyone.


### Services Provided

- ➔ Career improvement training
- ➔ Intern recruitment services
- ➔ Technological support
- ➔ Web site management



MINNODI LLC



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