



RLT Notary & Financial Services

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mrltnotaryfinancialservicegov.com

UEI:

Cage:

Set-asides:

Primary NAICS: TBD

Secondary: N/A

Differentiators

RLT Notary & Financial Services is industry driven and focused on providing a unique service to clients allowing for the development of trusted relationships offering friendly and professional customer service. Efficient and effective communication allowing for assignments to be completed in a timely manner. Professionalism and efficient process for a superior client experience. Proactive in problem-solving and open to client collaboration for continuous process and improvements to better serve clients.



Capabilities Statement

RLT Notary & Financial Services is uniquely positioned to understand client needs with a people first philosophy and commitment to doing what's right for clients. Committed to excellence, dedication, quality work, service, and solutions. Financial Coach specializing in building a financial bridge helping families get on the path to taking control and securing their financial future. Simplifying health insurance and finding the right fit for you. Intelligent virtual assistant that cares and ready to work.

RLT Notary & Financial Services provides notary, field inspections, process server, virtual administrative assistant, data entry and health insurance benefits specialist. Financial Coach specializing in helping families to secure a financial future providing them a financial education and fundamentals how money works.

As an official of integrity appointed by the Secretary of State to serve the public as an impartial witness performing a variety of official fraud deterrent acts related to signing of important documents. Exemplify ethical standards of conduct and sound notary practices. Render detailed notary services with convenience and flexibility for every client, while saving the time and money.

Help families become properly protected, debt free and financially independent. Virtual Administrative Assistant working remotely as an independent professional contractor providing support with excellence, integrity, communication and collaboration. Health benefits specialist providing service to clients in need of understanding how health insurance benefits works.

Core Competencies

- Excellent leadership skills displaying the ability to assemble and lead a great team
- Process Server
- Making good decisions using sound judgment based on information received and analyzed
- Planning and organizing best plan of action
- Flexibility willing and able to adapt to any situation or change
- Excellent communication skills and interacting effectively
- Excellent time management and multi-tasking skills developing timelines and completing projects
- Reliability, taking personal responsibility and accountable for job performance