TECH SYSTEMS EXPERTS

SMALL BUSINESS OPERATIONS SUPPORT

Clear direction.
Steady progress.

Operations support for growing small businesses.



Bring structure to your next stage of growth.

When projects, people and follow-ups multiply, the owner can become the bottleneck. Tech Systems Experts helps organize the work, clarify responsibilities and keep priorities visible.

Four ways to strengthen your operations.

People & processes

Onboarding materials, training guides and written procedures give your team clearer instructions.

Projects & deadlines

Task trackers, scheduling and follow-up keep responsibilities and next steps visible.

Customers & communication

CRM organization, lead follow-up and inbox support help keep conversations organized.

Systems & reporting

Checklists, spreadsheets, workflow improvements and progress updates bring structure to daily work.

STARTER PACKAGE

$250 / month

Up to 10 hours of support each month.
Additional support: $30/hour with approval, billed in 30-minute increments.

A SIMPLE WAY TO BEGIN

Discuss priorities. Review current tools.
Agree on a plan. Begin work and review progress.

Services follow the agreed scope. Work is scheduled around deadlines and availability; hours cover completed work.

Put your priorities into a plan.

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