



Founded in 2013, **Altre Business Solutions'** mission is to be recognized as the industry leader in **staffing services** and a "one stop shop" for all of our client's needs. With more than two decades of combined experience in staffing and training, we are committed to providing top-quality **temporary, temp-to-perm, direct hire, employee leasing and payroll services.**

## CAPABILITY STATEMENT

### COMPANY INFORMATION

#### **Certifications:**

Disadvantaged Business Enterprise (DBE)  
Minority Business Enterprise (MBE)  
Women Business Enterprise (WBE)

Cage Code: 6XLT5  
DUNS: 024404921  
Fed ID#: 26-1778347

#### **NAICS Codes:**

561320 Temporary Help Services  
561311 Employment Placement Agencies  
561110 Office Administrative Services  
561330 Staff Leasing Services  
561210 Facilities Support Services  
541611 Administrative Consulting Services  
541612 Human Resources Consulting  
561499 All Other Business Support Services

#### **Corporate Information:**

3002 Kingston Court, Suite A  
Marietta, GA 30067

Phone: 800-567-9660

Fax: 800-567-9013

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

#### **Contact Information:**

Sharonda Brown, President  
[sharondabrown@altrebusinesssolutions.com](mailto:sharondabrown@altrebusinesssolutions.com)  
Cell: 404-509-3354

*\*Equal Opportunity/Affirmative Action Employer*

#### **ACCOUNTING & FINANCE**

Accountant, Accounting Clerk, Accounts Payable/Receivable, Billing Clerk, Bookkeeper, Compensation Analyst, CPA, Payroll Professionals, Senior Accountant, Tax Accountant

#### **ADMINISTRATIVE**

Administrative Assistant, Claims Examiner/Processor, General Clerk, Data Entry, File Clerk, Human Resources Assistant, Receptionist, Secretary, Underwriter

#### **CUSTOMER SERVICE**

Account Representative, Call Center Operations, Customer Service Representative, Customer Service Specialist, Enrollment Representative, Provider Claims Representative, Dispatcher

#### **INFORMATION TECHNOLOGY**

Business Analyst, Database Support, Implementation Specialists, Engineers, Help Desk Support, HRIS Analyst, Network Engineers & Technicians, Systems Analyst

#### **LIGHT INDUSTRIAL**

Warehouse Supervisor, Warehouse Associate, Flagger, Forklift Operator, Picker, Inventory Control Clerk, Laborers

#### **MANAGEMENT**

Human Resources Manager, Office Manager, Project Manager, Recruitment Manager, Tax Manager

#### **BUSINESS REFERENCES**

Cahaba Government Benefit Administrators  
Clark Atlanta University  
J R Industrial LLC  
Committee to Keep Georgia Schools Local  
Merit Consulting Group  
MSC Industrial Supply