



LYDIA T. WILLIAMS

786.652.5305 | 561.322.9573

eliteecbs@gmail.com



CAPABILITY STATEMENT

Elite Consultants Business Services, LLC is a DBE-certified consulting firm dedicated to helping businesses **grow, innovate, and succeed through tailored solutions**. With expertise spanning business development, administrative support, and technology consulting, we provide exceptional service that ensures our clients' goals are met with precision and efficiency. Our mission is to foster sustainable growth and empower businesses with the tools needed to thrive in today's competitive environment.

CORE COMPETENCIES

✓ BUSINESS DEVELOPMENT CONSULTING

Strategic planning, growth strategies, market analysis, leadership development, operational efficiency.

✓ ADMINISTRATIVE SUPPORT SERVICES

Virtual assistance, project management, data entry, document management, back-office support.

✓ TECHNOLOGY CONSULTING

IT support, digital transformation, software implementation, cybersecurity, cloud solutions.

✓ REFERRAL SERVICES

Networking, client relationship management, business-to-business referrals, credibility building.

PAST PERFORMANCES

Although Elite Consultants Business Services, LLC is a startup, Lydia T. Williams has successfully led and contributed to projects in business development, administrative support, and technology for various organizations. Her extensive experience includes:

- **Assisting in the development and implementation of strategic plans that improved operational efficiency for prior organizations.**
- **Providing administrative support services that reduced workloads and enhanced operational efficiency for her past employers.**
- **As a Technology Support Specialist, leading technology projects that enhanced digital infrastructure and strengthened cybersecurity for small businesses and organizations.**

www.eliteecbs.com

KEY DIFFERENTIATORS

DBE CERTIFICATION | As a certified Disadvantaged Business Enterprise (DBE), Elite Consultants Business Services, LLC meets diversity and inclusion requirements, positioning us as a valuable partner in government contracting. This certification allows us to collaborate on a range of public sector projects, contributing to diversity goals while delivering top-tier services.

EXTENSIVE CROSS-INDUSTRY EXPERIENCE | Lydia T. Williams, the founder, brings over 30 years of experience across various industries, including technology, business development, administrative support, sales, and aviation. This breadth of experience enables us to provide well-rounded, tailored solutions for clients in a variety of sectors.

PERSONALIZED, CLIENT-CENTERED APPROACH | Elite Consultants Business Services takes a highly personalized approach, ensuring that solutions are specifically designed to meet the individual needs of each client. Our close collaboration with clients ensures that we thoroughly understand their challenges and provide hands-on support from start to finish.

AGILITY AND FLEXIBILITY | As a startup, Elite Consultants Business Services is nimble and able to adapt quickly to changing client needs and market conditions. This allows us to deliver solutions faster, without the delays typically seen in larger organizations.

COST-EFFECTIVE SOLUTIONS | With lower overhead costs, we offer competitive pricing without sacrificing quality. This makes Elite Consultants Business Services an ideal choice for small and medium-sized businesses seeking high-quality consulting at affordable rates.

TECHNOLOGY EXPERTISE | With a strong focus on IT support, cybersecurity, and digital transformation, Elite Consultants Business Services provides cutting-edge solutions to enhance digital infrastructure and security for clients. Lydia's role as a Technology Support Specialist further ensures the application of industry best practices.

COMMITMENT TO LONG-TERM RELATIONSHIPS | We aim to build lasting relationships with our clients, offering continuous support and follow-up even after the project is completed. This dedication helps ensure sustained success for the businesses we work with.

COMPANY DATA

FDOT DBE CERTIFIED

NAICS: 541513, 541611

DUNS: 121255656

