

STORE YOUR RECORDS
EFFICIENTLY

JOBES TECHNOLOGY SOLUTIONS

RECORDS MANAGEMENT

CHALLENGE:

Organizing, storing, and searching for records in a timely manner is easier said than done. Not only can information be scattered across a whole enterprise, but they can often be misplaced making it impossible to find the correct documents that are needed.

VALUE:

Jobes Tech ensures that your records are stored in a safe and secure location. Record Management not only stores your records and documents, but helps to organize them and track them for you. Records Management ensures that institutional records of vital historical, fiscal, and legal value are identified and preserved, and that non-essential records are discarded in a timely manner according to established guidelines and identified legislation. Let our experts guide you through best practices and help your organization with process and procedure development.

BENIFITS:



Storage



Retention



Secure



Compliance

(888) 370-5874 WWW.JOBESTECH.COM SALES@JOBESTECH.COM

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We promise to provide every service with a smile, and to your highest level of satisfaction.



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