

OUTSOURCE YOUR TRANSCRIPTIONS and streamline your time

- Do you want advice on how to record better interviews?
- Do you want a reliable company that meets agreed deadlines?
- Are you looking for experienced transcribers?

We can help with:

- One-on-one interviews
- Focus Groups
- Conferences
- Individual Recordings
(Reports, Manuscripts,
Letters, Notes, Emails,
Correspondence)

Specialising in:

- Market Research
- Legal
- Medical
- Academic
- Media
- Building Industry

"Thank you so much for this very speedy transcription. I'm stunned and delighted!"

SARAH M. CONSULTANT

We have a large team of experienced personnel throughout Australia and offer a flat rate, so you know the cost upfront.

Available 7 days a week, we meet agreed deadlines.
No job is too big or small.



PHONE: 1300 886 997

EMAIL: secretary@secretary.com.au
WEB: www.secretary.com.au



SECRETARY.com.au®

Admin at a Profit®