

STARTUP TRADE BUSINESS

WE RUN THE BACKEND OF YOUR BUSINESS

Structured workforce & operational support for construction and trade businesses

WHERE MOST BUSINESSES GET STUCK

- Paperwork piling up
- Chasing workers for documents
- No clear system for compliance
- Disorganised files and admin

That's when things start slipping through the cracks

WHAT WE DO

Workforce Admin

- Onboarding
- Record tracking
- Document collection

Document Support

- Organised files for jobs and projects
- Invoice templates & branded documents

Digital Presence Support

Website and digital presence setup, social media support & scheduled posting + more! *(Be sure to ask about our social packages!)*

Compliance Tracking

- Registers
- Licences
- Expiry Monitoring

Operational Admin

- Day-to-day systems & support
- Accounts admin support

HOW IT WORKS

① Discovery

We understand your business



② Setup

We structure your systems



③ Support

We manage it ongoing



MERAKI BUSINESS SUPPORT

WHY MBS

- We don't replace your systems, we work with what you've got
- No need to hire internal admin
- Built for construction and trades
- Clear, structured, reliable

YOU STAY IN CONTROL - WE HANDLE THE MOVING PARTS

ADDITIONAL SUPPORT

Invoice templates - Letterheads - Basic website setup
SEO foundations - Placement on MBS Directory List

PACKAGES

FLEXIBLE SUPPORT PACKAGES

We offer support packages designed to suit where your business is at - from getting set up properly to managing growing operations.

STARTER FLEX

For new businesses requiring structure, systems, and a solid foundation

GROWTH FLEX

For businesses managing workers, compliance, and day-to-day admin

GET YOUR BUSINESS UNDER CONTROL



Book a Discovery Call



admin@merakibusiness.com.au



www.merakibusiness-support.com



Administrative support services only. All compliance responsibility remains with the client.