



VIRTUAL ASSISTANT (VA) SUPPORT PACKAGES

PROFILE

A Virtual Assistant, or VA, is a key support function when you need extra support for your operating tasks. With the ability to manage most business key functions online, knowing you have a trusted assistant working remotely for you can really turn progress into success.

EXPERIENCE

Blue Ninja VAs are vetted for experience, skills, likeability and availability. We consider these important to find the right fit for the client, and not the other way around. If you find you do not have a rapport with a VA, there is no stress to find another VA that does fit with you. That's the way it should be! We look for VAs that have a PA style background, and have worked with senior people throughout their career. They understand deadlines and the pressures of business which in turn helps you manage your own needs.

THE PACKAGES



Relaxed Ninja

10 hours per month

£350



Calm Ninja

20 hours per month

£680



Supportive Ninja

30 hours per month

£990

Set up a call with Blue Ninja today to talk through your support needs, and let us find the right VA Ninja for you to make your life easier!

<https://calendly.com/blueninja/30min>

CONTACT US AT

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SKILLS SUMMARY

- Email Management
- Diary & Calendar Management
- Financial support
- Events, Meeting & Travel booking
- Data entry / Systems management
- Personal / executive assistance

Our VAs have a variety of skills and expertise. Let us know what you need and we'll match the VA that fits your scope of work.

SER-BN22-01

