



Dear Sir or Madam:

I would like to take this opportunity to introduce our company, TMM Services to you. TMM Services is a woman owned, privately held company we incorporated in 2006, as a Louisiana LLC with our corporate office located in Houma, Louisiana. TMM is dedicated to serving all states along the Gulf of Mexico with the best in temporary and permanent employees; in addition TMM Services LLC is fully capable of servicing your international needs. TMM is also fully insured to cover all of your needs onshore, offshore and/or internationally.

During these troubled economic times, TMM would like to assure our clients that we are here to help. TMM promises to offer extremely competitive rates; most times substantially lower than our competition, and we are still capable of providing highly skilled craftsmen, who will produce quality workmanship.

TMM will pay each employee on a weekly basis; in doing this we are responsible for all payroll, payroll taxes, state, federal and local taxes and all insurances including worker's compensation, general liability, etc.... No longer will you have to deal with the overhead associated with staffing employees. TMM will also offer certain benefits to qualified employees such as pay advances, housing, and transportation.

As a woman owned company I take pride in the fact that my company T.M.M. Services provides our customers with outstanding service. I have stressed to my staff that we will only provide our customers with the most qualified and dependable skilled personal available and that we pay strict attention to every detail required by our customers. Our number one priority is to assist our customers in completing their project on time with quality workmanship and under budget.

I am very grateful that you are taking time to review our information and hopefully you will consider using Technical Marine Maintenance Services LLC.

Best regards,

Hope Adams  
Managing Member

*\*You can also visit us on the web at: [www.tmmsvs.com](http://www.tmmsvs.com)*



### **Who Are We**

Developed in 2006, Technical Marine Maintenance Services, LLC is a full service skilled and non-skilled labor service provider. T.M.M. Services takes pride in offering our customers outstanding service and prompt attention to every detail. With offices in Louisiana, Mississippi, Florida, Texas and Puerto Rico also with future expansions planned for Alabama, and Mexico, which will allow us to successfully service our customers throughout the Gulf South Region.

Our goal at TMM Services, LLC is to provide our customers with the most qualified, dependable and skilled personnel available for the positions they need.

### **Our Commitment to Safety**

TMM Services, LLC believes in the safety and well-being of our employees. We demand that our personnel exceed the safety standards that our customers require. Our employees are required to take all necessary steps to keep themselves and their fellow employees safe from accidents. We insist that our personnel return home from work in the same condition they left home for work.

### **What We Provide**

TMM Services, LLC is ready to provide your company with employees that are highly skilled in a variety of labor areas to include but not limited to:

- |                         |                                |
|-------------------------|--------------------------------|
| • Logistics Coordinator | Riggers                        |
| • Supervisor/Foreman    | Blaster/Painters               |
| • Heli-Arc Welders      | Scaffold Builders              |
| • Tig Welders           | Electrical Supervisors/Foremen |
| • Pipe Welders          | Electricians (Marine)          |
| • Pipe Fitters          | Electrician Helper             |
| • Structural Welders    | Cable Installers               |
| • Structural Fitters    | Mechanics                      |
| • Fitter Helpers        | Mechanic Helpers               |
| • Tacker                | Stevedores                     |
| • Laborers              | Roustabouts                    |

### **Employee Training**

TMM Services, LLC will provide to our customers craftsmen with multiple years of experience. Employees are tested at our customers' facilities for final confirmation to assure that they meet the required skills of our clients. TMM Services, LLC also has the ability to provide additional training and testing of prospective employees through a third party vendor.

Our current plans include having our own training and testing facility, which will allow our company to provide further training for employees, as well as, provide a quality control mechanism to ensure that qualified personnel are sent to our client's facility.



# COST EFFECTIVE

- **PRODUCTIVITY**

In today's economy, saving money in all areas of business is a necessity to be competitive in this market. TMM Services, L.L.C. is positioned to save you money. Employees can be an expensive cost factor in business today. It has been estimated that large cost tied to an employee is attributed to non-productive time, and payment of benefits.

TMM can reduce your costs because you are only paying for productive time. No more paying for sick days, vacations, idle time, or benefits. Leave all of this to TMM Services, L.L.C., a professional group that specializes in personnel staffing.

- **EFFORT LESS**

TMM can take away all of the hassles associated with your personnel. We interview, test, and screen all of our employees to ensure you are getting the most qualified person to handle the job. All of our employees are insured by TMM. We are responsible for paying worker's compensation, unemployment, social security, payroll, state, federal, and local taxes.

- **RESOURCES**

TMM is available 24/7 to provide you with the best in temporary and permanent employees. This will cut down on your time and money spent on recruiting. TMM is regularly recruiting employees to ensure that we have a steady supply of workers available. We have a database of employees waiting to work for you. All it takes is one call to TMM and your employee headaches become our responsibility.

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# PROTECTION

- **TESTING**

Finding the right employee is never a simple task. TMM can ensure the right person for your business, because we do extensive testing of our employees. TMM test for your skilled and unskilled craftsmen such as shop, field and fabrication personnel who are skill tested and tested by written exam for knowledge of ISO's, Drawings, welding, fitting, sandblasting and painting, scaffolding, electrical (marine and industrial), etc.

TMM can also test in areas for clerical and office business needs such as typing, data entry, transcription, and many more clerical skills.

- **QUALITY CONTROL**

TMM is committed to providing the best in customer service and quality control. We do this by building a relationship with you and your company. Once our employee is sent to your company, we will make quality control calls to you to make certain everything is going as planned. TMM will assign a knowledgeable Project Manager/Coordinator who will be responsible for all your company day to day needs. This person will be responsible for the needs of the employees assigned to your job. Under no circumstances should you feel that this is the only contact person you are allowed to contact. TMM extends to you, OPEN lines of communication to any and all executives at TMM's corporate office.

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# STAFFING SOLUTIONS

- **PEAK SEASONS**

TMM recognizes that many businesses have peak seasons when their staff just isn't enough to handle the job. For these times, TMM is here to help. Increases in business don't necessarily have to mean increase in your cost. Just call TMM, and we can provide the temporary employees needed to get the job done. This will take away cost associated with overtime pay, unemployment compensation, benefits, and cost and delays in staffing and recruiting.

Call us for small, medium, or large projects; we will take full responsibility to ensure the job of finding the correct individual needed is done efficiently and effectively.

- **TURNOVER**

The Human Resources Department at TMM has been thoroughly trained to carefully interview, screen, and test all employees. This service was created to help businesses with the ongoing problem of employee turnover. Companies can benefit from using our service by avoiding this extremely time consuming and costly task, and allowing the experts at TMM to handle all of your company needs. We can provide temporary or permanent employees to fill any staffing needs you may have from the office to the field

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# SATISFACTION GUARANTEED

- **SERVICE**

TMM prides itself on providing impeccable customer service. Our HR staff has been trained to understand not only the specified job descriptions, but also the entire business environment. All of our employees are thoroughly interviewed, screened, and tested to ensure a perfect match for your business. We guarantee to meet all state and federal regulations.

TMM will handle all payroll, and payroll taxes, along with all state, federal, and local taxes. We also will be responsible for preparing and filing of all necessary records. We are also fully insured with general liability insurance, worker's compensation, umbrella insurance, auto, M.E.L., Longshoremen's, and USL&H insurances.

If you are not completely satisfied with the services offered by TMM, please contact our Human Resources Department located at our Corporate Office in Houma, LA by calling (985) 873-7230

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