



KNOTS CONSULTANCY

Simplifying Business

**BUSINESS CONSULTANTS
COMPANY PROFILE**

ABOUT OUR FAMILY / YOUR PARTNERS

We are a team of highly educated corporate business executives, engineers, bankers and lawyers, holding a cumulative experience of more than 100 years at senior levels and in diverse industries.

Through our professional team, we are capable of providing advisory roles at various business phases; whether at a startup phase, or at an operational phase.

We place our experience and connections that surpass Lebanon, the G.C.C. and Europe, in the hands of our clients; consequently, the risk of failure would be minimized and the chances of success would improve.

SHOULD I HIRE A CONSULTANT?

As “Consulting” is the practice of helping organizations improve their performance, organizations may request the services of consultants for a number of reasons, including gaining external, objective advice and the access to the consultants’ specialized expertise and connections.

Whether you are starting a new company or growing an existing business, hiring us can be a cost-effective way for your business to leverage specialized knowledge.

METHODOLOGY

We operate primarily through collecting the current data and analyzing it; we then move to a research phase and finally suggest remedial plans for increasing efficiency.

Our method of work can be summarized in few words:

- Transparent
- Confidential
- Ethical
- Professional



SERVICES / ONE STOP SHOP

We provide professional consultancy roles for all your business departments.



ADMINISTRATION

- Administration department structure
- Workflow manners and strategy
- Production of the needed standard operational procedures (S.O.P.'s)
- Reshuffling of a current administration that has clear flaws
- Production of "Health, Safety and Environmental" plans
- Production of "Quality" plans and help implementing them



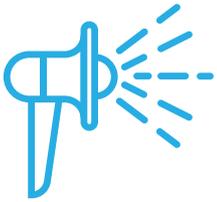
HUMAN RESOURCES MANAGEMENT

- Structuring of the "Human Resources Department"
- Preparing or modifying contracts of employment
- Defining the "Human Capital" needs
- Setting ramp up hiring schemes
- Producing salary scales
- Producing organization charts
- Creating Job descriptions
- Suggesting the best manners of sourcing talents
- Placing reporting schemes in effect
- Producing KPI's for performance appraisal
- Suggesting salary accounting systems
- Talent acquisition and head hunting



FINANCIAL MANAGEMENT

- Preparation of Budgets and monitoring the related activity
- Assessing financial situations and advising on returns on investment
- Preparing financial reports and analyzing situations
- Producing balance sheets, trial balance documents and "P&L" documents
- Defining any present weaknesses and suggesting remedial measures
- Enhancing relations with banks and improving business terms
- Evaluating risks
- Producing business plans and assessing existing ones
- Proving advice in Capital Markets and Investment Management
- Producing service charge modeling for mega real estate projects
- Preparing tenders and managing tendering processes
- Preparing RFP's and RFI's



MARKETING

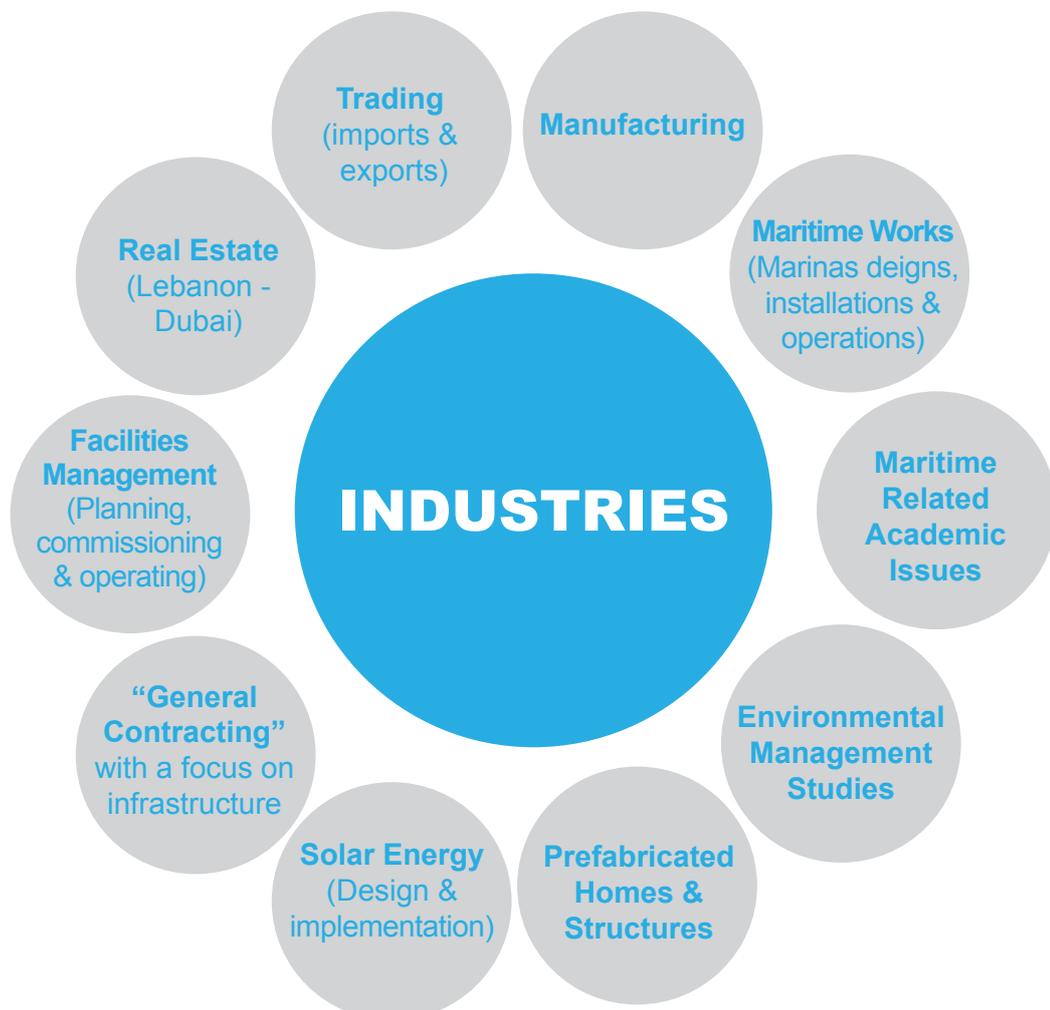
- Producing “Feasibility Studies”
- Identifying new opportunities
- Monitoring and analyzing market trends
- Studying competition products and services
- Providing market and product analysis
- Helping by setting up the business goals
- Advising on your “Brand” management and protection
- Producing of “Marketing” strategies, including expansion plans
- Suggesting the needed media plans
- Sourcing advisory
- Putting sales plans in place and evaluating the sales through KPI’s
- Developing the business when possible
- Preparing presentations, brochures, websites and other collaterals
- Advising on events, trade show and conferences



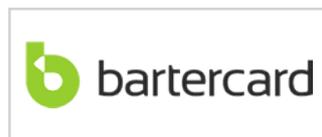
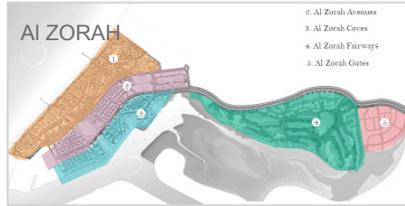
LEGAL ACTIVITIES



- Producing and reviewing all types of contracts
- Providing legal reviews and opinions
- Preparation of “MOU’s”
- Providing expert and professional legal advice
- Advising on business conflict issues
- Producing Development Control Regulations for huge mixed use projects
- Producing SPA’s and SLA’s



CLIENTS WHO BECAME FAMILY





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