



UNICO  
GLOBAL

*Your Virtual Partner*

[www.unicogbl.in](http://www.unicogbl.in)

Project Management (Digital & Remote)  
Virtual Assistance

# Remote

# Project Management

Remote Project management(RPM) is the practice of initiating, planning, executing, controlling, and closing the work of a team to achieve specific goals and meet specific success criteria at the specified time from a different location. The only difference between a Remote Project Management and Traditional Project Management is that your Remote Project Manager will be located anywhere around the world working for you and achieving all the business needs as usual in a cost effective manner.

## Services:

- ✓ Project Planning
- ✓ Scope Development
- ✓ Project Execution
- ✓ Project Monitoring
- ✓ Project Closure and Delivery
- ✓ Project Management Office
- ✓ Business Requirements & Analysis
- ✓ Client Service and Coordination
- ✓ Report Generation



## What's in it for you?

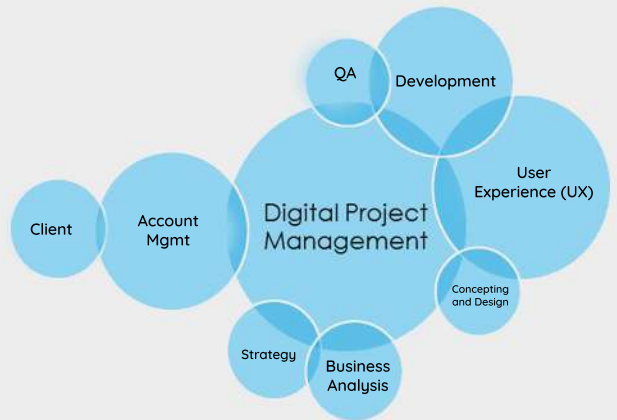
- ✓ Reduce your project cost by 500%
- ✓ Eliminate your operational, infrastructure and maintenance cost
- ✓ Highly qualified and certified Project Managers (PMP, Prince 2, Agile and Scrum Master)
- ✓ 24/7 Support and Services

# Digital Project Management

Digital project management involves the day-to-day management and operation of one or more digital projects, which can include site launch, online tools, web applications, advertising campaigns and more. This includes tech-savvy professionals, with a deep knowledge of how the technology works to achieve business goals. Digital project managers are methodical, have great time management and communication skills, and can collaborate effectively to manage and deliver projects within quality, time and budget requirements.

## Services:

- ✓ Digital Strategy
- ✓ Business Development
- ✓ Account Management
- ✓ Digital Marketing
- ✓ Quality Assurance
- ✓ Resourcing
- ✓ Vendor Management



## What's in it for you?

- ✓ Reduce your project cost by 500%
- ✓ One stop solution for all your needs
- ✓ Increase your business in a cost effective manner
- ✓ Industry Lingo
- ✓ Maintain the quality Standards of the project

# Virtual Assistance

Virtual Assistance (VA) is primarily responsible to provide support services to other businesses from a remote location/ office but is able to access the necessary planning documents. Theoretically, a VA can do anything any other support staff does, except bring the coffee. Virtual assistants have become more prominent as businesses increase their use of the Internet for daily operations.

## Services:

- ✓ Web and App Development
- ✓ Customer Service
- ✓ Social Media Management
- ✓ Organisational Task
- ✓ Email Management
- ✓ Administration Task
- ✓ Data Entry



## What's in it for you?

- ✓ Save minimum 300% by hiring a VA
- ✓ Increase productivity and flexibility
- ✓ Reducing risk in scaling operations
- ✓ Improve your process, products & services
- ✓ Pay for what you use
- ✓ Eliminate Employee Drama

# Clientele

Trusted globally for delivering accurate and precise Project Management services.



We have catered almost all industries and sectors from all across the globe; this includes prestigious companies, startups, and institutes.

We are Trusted by:



& many more..

## Testimonials

“Professional and experienced information specialists and trusted consultants.”

-Director of Operations, Cenveo

“The project was been handled up to the mark, timeline and unexpected budget.”

-Managing Partner, VRL

# About Us

As our name suggests, we are a unique team of young and enthusiastic professionals having a perfect combination of exceptional skills, knowledge, and experience.

Unico Global is a rapidly growing company. We develop custom solutions for some of the world's largest companies, government institutions, and smaller growing organizations. Our team thrives to provide excellent service to clients, customers & individuals and ensure their satisfaction levels are always met beyond their expectations. We pride ourselves on our ability to bridge people and technology and to bring the passion and dedication of an entrepreneur to every project. Our team is composed of talented employees and freelancers (smattering across the globe).

*Every day we strive to fulfill our motto: Live well and do unique & exceptional work.*

## Other Services

Web Designing & Development

Software Development

App Development

360° Digital & IT Solutions

Graphic Designing

Accounts and Book Keeping

Consultancy Services

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