

AppleTranscription

Transcription solutions for legal, medical and business professionals.

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Apple Transcription's cure for recruitment headaches

A NEW online service — Apple Transcription — has been launched to help legal practices combat the problem of recruiting experienced legal secretaries.

Via the company's website, practices can outsource their secretarial work to a team of highly experienced legal secretaries on a job-by-job basis.

And, because it is an Internet-based service, legal professionals from all over the UK can tap into it.

Apple Transcription is the brainchild of Debra Mitchell, who has worked in the industry for many years. She says:

"It's simple. Our clients simply dictate the work needed and then send it to us via our Secure Online System. They get it back as a typed document to suit their deadlines — day or night."

Debra adds that the beauty of the Apple Transcription service is that a virtual secretary can be a lot less hassle and a good deal more reliable than the real thing!

"Our service saves people the time and expense of going through the recruitment process - we are always available. There is no such thing as absenteeism. We can also offer short-term relief during holiday periods or as sickness cover. In short, we can do whatever is needed, whenever it is needed.

"That means managers have more time to concentrate on actually managing the business, rather than the workforce."

There is no initial investment or monthly retainer fee and work can be tracked online so that progress can be monitored at all times. The system uses secure servers and is password protected so that confidential material can only be accessed by people who need it.

Apple is offering a free dictation trial for anyone thinking of using the service. They'll even offer advice and 'on loan' equipment to those thinking of moving to digital.

To find out more telephone 01706 828020/870838, e-mail: info@appletranscription.co.uk or log on to www.appletranscription.co.uk