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Agency

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REVENUE POTENTIAL UNLOCKED

Ryan, You Could Unlock

\$585,000

annually by delegating just 30 hours per week

30 hrs/week | 120 hrs/month | \$375/hr activities

EXECUTIVE SUMMARY

75% of your workload can be delegated immediately.

Based on our analysis of your responses, approximately 75% of your daily, weekly, and monthly tasks are prime candidates for delegation to an Executive Assistant. This represents a significant opportunity to reclaim your time.

FINANCIAL IMPACT

\$585,000

Annual Revenue Unlocked

\$33,000

EA Investment (Annual)

NET ANNUAL RETURN

\$552,000

ROI Multiplier

17.7x

What other investments are giving you a 17.7x return right now?

Top 5 Daily Tasks

3 tasks

1. Priority Inbox Zero Maintenance

\$24,375/yr

EA

Processing and organizing email inbox, filtering client inquiries, responding to...

2. Calendar Optimization and Scheduling

\$32,175/yr

EA

Managing calendar, scheduling client calls, blocking focus time for strategic work,...

3. Team Performance Check-ins

\$48,750/yr

Conducting daily standups with EA team members, reviewing client satisfaction...

Top 5 Weekly Tasks

2 tasks

1. Weekly Performance Report Compilation

\$12,675/yr

EA

Gathering client satisfaction scores, EA performance metrics, sales pipeline data,...

2. Strategic Planning Sessions

\$21,938/yr

Reviewing quarterly goals, adjusting resource allocation, and planning high-level...

Top 5 Monthly Tasks

1 tasks

1. Monthly Financial Reconciliation

\$4,500/yr

EA Processing expense reports, reconciling accounts, organizing financial...

Next Steps

Ready to reclaim your time? Focus on delegating the 4 EA tasks identified above. Start with email and calendar management for immediate impact, then gradually expand to include personal life coordination and business process management.

Next Steps

Ready to get started? Schedule your consultation:
calendly.com/assistantlaunch/discovery-call

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