

# MUSCOGEE

## STAFFING SOLUTIONS, LLC

**CAGE: 7RCZ2**

**OK CLEET LIC. # 18SGA5057**

**DUNS: 0800444286**

### CAPABILITY STATEMENT

Muscogee Staffing Solutions, LLC, is a tribally owned enterprise of the Muscogee (Creek) Nation, offering full service contingency placements. Including contract, temporary, temporary to permanent and direct hire placements. Our placement services include short term staffing (day labor) of skilled and unskilled labor to long term contract fulfillment with Professional and Specialty Staffing placement and Payrolling Services.

Muscogee Staffing Solutions, LLC prides itself on providing vetted, qualified, prescreened applicants who are ready to meet and exceed employer demands. By offering convenient placement, billing, and on-boarding services, MSS takes the burden off employers so they can focus on business operations without worrying about turnover, human resources, or ever changing employment law related matters.



### DIFFERENTIATORS

**Over 35 years of in-house experience in providing recruitment, staffing and job placement for organizations from 5 to 5000 employees**

**Core Competency, Skills and Behavioral Based Testing**

**Seamless Onboarding and Rebadging Process**

**Pre-Screened Solutions including Drug Testing, Financial and**

**Criminal Background Investigations and Background Checks**

**Comprehensive Benefits Package that includes Health, Dental, Vision and Life Insurance, STD, LTD, HSA, FSA, and 401(k).**

### CURRENT AND PAST PERFORMANCE

**Vallourec Star: Recruitment/Hiring, Managed Workforce, Temporary Staffing**

**Steelcase (Polyvision): Temporary Staffing, Professional Search and Selection**

**Muscogee Nation Department of Interior: Payrolling, Contract Management**

**City of Muskogee: Temporary Staffing**

**Muscogee Trade & Commerce: Recruitment/Hiring**

**Scott's Contracting: Managed Workforces**

**ServPro: Managed Workforces, Temporary Staffing**

**Bacone College: Professional Search and Selection, Temporary Staffing**

### SOCIOECONOMIC STATUS

American Indian Tribal-Owned Small Business

SBA 8(a) Certified

HubZone Certified (HZ)

Small Business Entity (SBE)

Small Disadvantaged Business (SDB)

Minority Business Enterprise (MBE)



### NAICS CODES

- 561320 Temporary Staffing Services
- 561311 Employment Placement Agencies
- 561312 Executive Search Services
- 561330 Professional Employer Organization
- 561110 Office Administrative Services
- 561210 Facilities Support Services
- 541611 Administrative Management Security
- 561612 Guards & Patrol Services

### AREAS OF EXPERTISE

(For additional Security Services, see reverse side)

- Security
- Manufacturing
- Construction
- Procurement
- Human Resources
- IT
- Packaging
- Project Management
- Engineering
- Executive
- Facilities Management
- Office Support
- Plastics Industries
- Transportation



### CORE COMPETENCIES

- Recruitment & Selection Services
- Payrolling
- Managed Workforces
- Temporary Staffing
- Executive Search & Selection
- Human Resources Consulting

### CONTACT US

#### Government Point of Contact:

Vivian McCutchen

Phone: (918) 752-3150

E-mail: vmccutchen@mnbe.com

Address: 1018 S. Wood Drive, Okmulgee, OK 74447

#### Commercial Sales Point of Contact:

Mark Maples

Phone: (918) 910-5235

E-mail: sales@mssjobs.net

Address: 3331 Arline Avenue, Muskogee, OK 74401

**1018 South Wood Drive  
Okmulgee, OK 74447  
918-752-3150**

**WWW.MSTAFFSOLUTIONS.NET**

**3331 Arline Avenue  
Muskogee, OK 74401  
918-910-5235**

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### A SMALL COMPANY WITH A BIG FOCUS ON SECURITY

#### WHO WE ARE



For over 25 years the businesses of the Muscogee Nation have been serving the security needs of customers and clients locally and internationally. We provide professionally trained Armed and Unarmed Security Guard Services, Executive Protection, Patrol Services and Event Security. All placements have met classroom training requirements, passed State Exam and Licensing requirements. Our placements are qualified to identify, detect, prevent and deter security risks for clients. All Muscogee Staffing employees have undergone extensive background checks and are vetted and credential verified. Muscogee Staffing Solutions, LLC is a Drug-Free workplace and all employees are screened pre-employment and randomly during the course of employment.

As a valued business partner, we can perform an assessment of your facilities and recommend options for cost effective protection of your personnel, customers or property, or anywhere assets require protection. Beyond physical security, we can recommend, design and install the latest technologically advanced security systems based on the customer need. From biometrics, barriers, alert systems, to perimeter control alerts and monitoring. The service is a value add and one-stop shop to meeting the client's needs.

#### WHAT WE DO

- Threat & Vulnerability Assessments
- Risk Management
- Security Evaluations
- Technology & Equipment Recommendations
- Personnel Staffing
- Training & Management
- Technical Security Development & Maintenance
- Emergency Action Plans
- Crisis Management Plans
- Evacuation Plans & Protocols
- Medical Support
- Armored Transport
- Executive Protection



#### WHO WE SERVE

- Government Facilities
- Commercial Real Estate
- Education Facilities & Campuses
- Manufacturing Plants
- Corporate Offices
- Sporting & Event Centers
- Industrial Facilities
- Construction Sites
- Retail Shopping Centers
- Residential Communities
- Warehouse & Distribution Plants
- Health Care Facilities
- Oil & Gas
- Telecommunications
- Anywhere Assets Require Protection



*Muscogee Staffing Solutions, LLC requires standardized rigorous training requirements to ensure threat awareness and readiness.*

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