



CAPABILITY Statement

Key Concepts
CONSULTING

Key Concepts

Perfectly Executed!



Mission

*"My mission is to assist my clients make **impressionalbe, lasting and substantial improvements** in their business operations by providing them with **support, flexibility, and an exceptional service.**"*

About Me



Hello, Bec here from Key Concepts. I am here to help you accelerate your business to success in an ever-changing climate and tough market.

I am a qualified, dynamic, flexible, knowledgeable, and motivated business consultant that has extensive experience working in small - medium size business environments, across a diverse range of industries, including mining, insurance, construction, security and professional services.

I previously owned and operated a successful building company in the NT for 17 years, worked extensively through remote NT, and have a complete understanding of the unique and diverse challenges that business in remote Australia brings.

Services

01

STRATEGY

From creating a business plan for a new startup to doing strategic planning workshops with your team, I can help you set your business direction, increase profitability and help you improve the way in which you do business.

04

SYSTEMS

Looking for organisation and a systemised workplace? I can help setup your systems of work with templates, forms, registers and procedures and specialise in writing plans to meet Government requirements.

02

MARKETING

Do you need to establish your brand, increase your customer base, tap into new markets, establish a website, work on your social media profile? I will work with you on any or all of your marketing requirements to build your business.

05

COMPLIANCE

Is your workplace compliant? Do you need assistance with meeting Project specifications, and Health, Safety and Environmental legislation? Let me assist you to ensure your workplace is compliant.

03

TENDER AND GRANTS

Tenders and Grants are my jam. I assist my clients in putting together competitive, informative and professional tender and grant submissions for local, state and federal opportunities.

06

NOMINATIONS

Do you need assistance writing and award-winning nomination? Sometimes it can be difficult to write a nomination about yourself or your business. Let me assist you in being recognised for your excellence.

Experience

Having operated my own business I understand that business owners are constantly pressed for time, under resourced, and simply want someone to slot in and assist when they need support.

As the recipient of the 2020 NT Telstra Business Woman of the Year award, I attribute my success to a steadfast commitment to never giving up, continuously striving for improvement, and believing that every goal is achievable. These principles guide my interactions with clients on a daily basis.

My passion lies in navigating the complexities of business alongside my clients. I am driven by a desire for mutual success—I aim to win, and I am dedicated to ensuring my clients achieve victory as well. My greatest satisfaction comes from empowering them to surpass their objectives and thrive in their endeavors.

Diversity | Versatility | Leadership



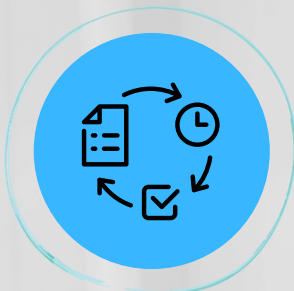
Over the past decade, I have successfully grown a small business to a successful profitable organisation of over 30+ staff and 15M turnover. I have attributed to the successful completion of over 80 DIPL Projects across the Northern Territory, spanning locations from Nhulunbuy to Wadeye, Ngukurr to Batchelor, and various communities in between. In these projects, I have fulfilled diverse roles including Project Manager, Health and Safety Officer, and Indigenous Development Coordinator, demonstrating versatility and leadership across different project scopes and environments. My recent experience is working alongside small to medium size business assisting them with growth and improvements.

Qualifications



Cert IV Leadership and Management

Darwin Human Resources and Computer Academy



Cert IV Project Management

Darwin Human Resources and Computer Academy



Cert IV Health and Safety

HBA Learning Centres, Darwin NT



Marketing Essentials Shortcourse

Charles Darwin University, Darwin NT



Cert IV Community Services

MT Lawley Tafe, Perth WA



Clerical Administration Traineeship

Olympus Business College, Perth WA

Testimonials



HOLDFAST
insurance brokers

"As a large business, it is key to have a strong marketing presence and Bec from Key Concepts has absolutely delivered beyond our expectations. Her dedication, attention to detail and overall marketing knowledge has assisted our team to completely revamp our marketing strategy, allowing us to become more engaged with our clients. Bec took the time to understand our unique needs and developed a tailored solution that exceeded our expectations. We cannot recommend Bec (Key Concepts) highly enough for any business seeking innovative marketing solutions and exceptional service."

Kelly Keast - Managing Director



AUSNORTH
INDUSTRIES

We've known Bec a long time and have had the privilege of working with her on many occasions over the years. Bec has helped us on multiple tenders and always goes out of her way in assisting us to meet deadlines and submit our tenders to the highest standard. She has assisted us in upgrading our Company Profile to reflect our business direction and values and has shown genuine interest in growing our business with us. We can't thank her enough for her continued support. We highly recommend Bec and Key Concepts!

Reece & Michelle Houston - Directors



"Working with Bec was a game-changer for our team, saving us enormous amounts of time developing content and her adeptness in preparing annexures and formatting documents truly stood out. Thanks to her, our bids are comprehensive and exceptionally polished. I highly recommend Bec for her outstanding skills and dedication. With her support, your tendering process is sure to reach new heights of professionalism."

Angela Rutter, Development Manager



ACECOM
Fire & Security

"We have been working directly with Bec Hammet the director of Key Concepts now for over 2 years. Bec's outstanding attention to detail and proactive approach truly set Key-Concepts apart. Bec's professionalism and dedication is evident in every interaction. Partnering with Key Concepts has been instrumental in our team successfully securing new business opportunities."

Solomon Perumal - General Manager



"Finding Bec at Key Concepts was a huge relief for our Aboriginal Corporation. Not only is Bec proactive and professional in the way she approaches her work, she also brings enthusiasm for understanding what we do, and how we do it to best support our goals. Bec is an absolute pleasure to work with, and brings a level of cultural competency and understanding that is nothing less than genuine and passionate about the people and organisation. I am excited to refer Bec amongst our networks and call her a GAPAC partner."

Kat Lee - Business Manager



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Key Contacts

Accelerate Your Business to Success!

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