



## Tamala Bardlett Professional Services: Media Kit Outline

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### 1. About Tamala Bardlett Professional Services

- **Mission Statement:** Helping individuals and businesses excel through expert career consulting, media production, and educational services.
  - **Vision:** Empower clients to achieve their goals through personalized support, professional development, and innovative solutions.
  - **Founder Bio:** Highlights of Tamala Bardlett's extensive expertise in education, change management, program management, and media production.
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### 2. Services Offered

- **Career Consulting**
  - Resume Writing & Optimization
  - Cover Letter Crafting
  - Interview Preparation
  - Career Transition Coaching
- **Media Production**
  - Podcast Development & Voice Acting
  - Scriptwriting and Editing
  - Content Creation for Digital Platforms
- **Educational Services**
  - Customized E-books (e.g., *Book of Prayers*)

- Bible-based Curriculum Development
  - Workshops on Professional Skills & Etiquette
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### 3. Key Differentiators

- Dual expertise in professional consulting and education.
  - Proven success in assisting diverse industries, including logistics, education, and ministry.
  - Dedicated to delivering personalized and impactful services tailored to individual and organizational needs.
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### 4. Media Coverage & Testimonials

- Highlighted client success stories.
  - Quotes from satisfied clients in career transitions and media production.
  - Any notable press coverage or collaborations.
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### 5. Audience Profile

- **Primary Clients:** Job seekers, career changers, and professionals seeking media expertise.
  - **Organizations Served:** Schools, churches, small businesses, and nonprofits.
  - **Geographical Reach:** Primarily U.S.-based with a focus on Texas, Illinois, and remote services globally.
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### 6. Branding Assets

- **Logo:** Tamala Bardlett Professional Services logo in multiple formats (JPEG, PNG, EPS).
  - **Color Palette:** Hex codes for primary and secondary brand colors.
  - **Font Guidelines:** Fonts used in official branding materials.
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### 7. Contact Information

- **Email:** Tamala@TamalaBardlett.com
  - **Phone:** (630) 935-6060
  - **Website:** [www.tamalabardlett.com](http://www.tamalabardlett.com)
  - **Social Media:** Links to LinkedIn, Facebook, and other relevant platforms.
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## 8. Additional Resources

- **Portfolio Samples:** Examples of resumes, cover letters, and media projects.
  - **Downloads:** Templates and e-books for clients.
  - **Upcoming Events:** Workshops, speaking engagements, or webinars.
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## 9. Media Inquiry Information

- Point of Contact for Interviews & Collaborations:
  - Name: Tamala Bardlett
  - Email: Tamala@TamalaBardlett.com
  - Phone: (630) 935-6060