



on-site business support

**THE MCS GROUP, INC.**  
**BUSINESS PROCESS OUTSOURCING SERVICES**

WBENC National Certificate No. 2005116145 | NAICS Codes: 561210, 561110, 541199, 561439

For over 40 years, The MCS Group, a WBENC certified Woman Owned Business, has been the trusted outsourcing partner to higher educational institutions, Fortune500 companies, law firms, insurance companies, financial institutions, and healthcare organizations throughout the United States. These clients rely on our comprehensive range of Mail and Print Center Management, Shipping & Receiving; Hazardous Goods Handling, Records/Information, Facilities Management, and back-office solutions to increase quality, productivity, and effectiveness, while lowering operational costs. We allow our clients to focus on their core businesses and thus relieve administrative burdens by utilizing our expertise in our own core competencies. Headquartered in Philadelphia, PA with a dozen local support offices located throughout the United States, MCS is uniquely positioned to support your outsourced back-office or campus management and technology needs.



**MCS Site-Experience Sampling**

**American University**  
**Saint Joseph's University**  
**Rutgers University**  
**Immaculata University**  
**Stryker**  
**Kaiser Permanente**  
**TE Connectivity**  
**Children's Hospital of Philadelphia**

**Core Competencies of The MCS Group, Inc.**

- ✓ **Mail Center Management**
- ✓ **Print & Copy Center Management**
- ✓ **Office Technology and Copier Fleet Management (Manufacturer agnostic)**
- ✓ **PIV Management**
- ✓ **Hazmat Shipping & Receiving (PIV / DOT / IATA BBP / and Class-7 Radiation Certified)**
- ✓ **Laboratory Support incl. High Pressure Tanks & Liquid Dewars**
- ✓ **Supply Inventory Management**
- ✓ **Reception/Switchboard Operator**
- ✓ **Records & File Room Management (will coordinate with off-site storage)**
- ✓ **Hospitality Support**



outsourcing

facilities management

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