



Core Competencies

ADMINISTRATIVE & GENERAL MANAGEMENT CONSULTING

*Human Resources Management, Logistical Support
Administrative & Clerical Staffing, Project Management*

FACILITIES SUPPORT SERVICES

*Operations & Maintenance, Grounds Maintenance/Landscaping
Janitorial & Custodial Services, Pest Control, Security Management*

CONFERENCE & MEETING MANAGEMENT

*Website Development, Travel/Lodging & Registration Management
Parking & Transportation, Meeting Support Services*

IT SOLUTIONS

*Enterprise Architecture, Cyber Security, Enterprise Infrastructure
Help Desk Support, Mobile Application Development*

KDJ Services, LLC's Management Team

Kimberly Whitney, Director, Admin. & General Mgmt
Felicia Johnson, Director, Facilities Support Services
Valerie Jones, Director, Conference & Meeting Mgmt
Jonathan Moore, Director, IT Solutions



CAPABILITY STATEMENT

"With a Passion to Serve"

KDJ Services, LLC is a certified minority Veteran, Woman, Economically-Disadvantaged-Owned Small Business. Established in 2013 by Chief Executive Officer (CEO), Kimberly D. Johnson provides management consultation, technical assistance and professional staffing support services to federal, state and local government agencies as well as the private sector.

PAST PERFORMANCE

Ms. Johnson's professional career spans three decades serving as a public servant. She has served as an Immigration Program Specialist, Passport Specialist, Intelligence Specialist, Management Analyst and U.S. Postal Carrier. With a proven record of professionalism, leadership and problem solving skills, Ms. Johnson has extensive experience working with federal and state agencies specializing in program management and administration.

- Centers for Disease Control and Prevention
- BCA Consulting
- United States Postal Service
- United States Air Force

NAICS Codes

Primary	541611		
541612	541613	541614	541618
541690	541820	541990	561110
561210	561320	561720	561990

*DUNS Number: 050566888
Cage Code: 81MF8*

