



# WorkSmart

Is your business in need of assistance with alternative work arrangements such as teleworking, flextime, or compressed work weeks? If so, take advantage of [WorkSmart](#), a FREE service offered by [King County Metro](#). If you sign up, not only will you receive consulting services that can retail for over \$10K, you can help reduce traffic congestion, greenhouse gas emissions, and real estate costs for your business. King County has agreed to extend these consulting services to **Snohomish County** based employers as well. Teleworking is a proven way to increase employee productivity, morale, and work-life balance.

My name is Elham Shirazi, and I am the lead consultant for [WorkSmart](#). I have worked with hundreds of employers in the King County region since 2009, implementing programs as part of the WorkSmart team. We provide one-on-one consulting to employers that want to implement, expand, or improve teleworking and alternative work hour programs. Our team has extensive experience in developing customized telework and alternative work arrangement programs. We have developed resource materials, conducted training workshops, and evaluated the impacts of telework and flexible scheduling on employers, employees, and [Commute Trip Reduction](#) requirements.

Free services include:

- Lead you through every step to implement a program
- Assess potential and necessary steps for customized program delivery
- Assist with overcoming issues and concerns
- Develop custom presentations and marketing materials
- Consult on technology needs and requirements
- Develop policies, procedures and agreements
- Train managers and employees
- Provide evaluation guidelines and strategies
- Help meet Commute Trip Reduction goals

If interested, we are available to discuss by phone, email, video conference, or group presentation on how teleworking can be a workplace strategy for your business. We are happy to assist and look forward to discussing how our free services can help your business needs.

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