

# RUBY EVANS LEAK ENTERPRISES LLC

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## RUBY EVANS LEAK

AUTHOR. LIFE COACH. SPEAKER.

### CAPABILITY STATEMENT

Unique Entity ID: YKZXQAQEN8 | CAGE Code: 950P2

Ruby Evans Leak Enterprises LLC offers a range of professional services including document preparation, data entry, new business startup assistance, and clerical support along with one-on-one and group life coaching sessions. Ruby Evans Leak is an accomplished author who has written two insightful books on personal development and self-care: "Unclutter Your Mind: Transform Your Mind, Renew Your Life" and "Loving Yourself: From The Inside Out". Beyond her role as an author, she catalyzes change, leading Ruby Evans Leak Enterprises, LLC, a certified Women's Business Enterprise (WBE) by the Women's Business Enterprise National Council (WBENC) and a certified Women-Owned Small Business (WOSB) by the Small Business Administration (SBA). Ruby is also known for her transformative inspirational speeches focused on women's empowerment initiatives.

#### DIFFERENTIATORS

Virtual Business Services  
Certified Life Coach  
Certified Goals Success Life Coach  
Certified Life Purpose Coach  
Women's Empowerment Speaker  
Motivational Speaker  
Self-Care and Life Balance  
Facility Instructor Trained (Federal Government)  
Facilitator (Classroom and Workshop)

#### CAPABILITIES

Document Preparation Services  
Typing Services  
Keyboard Entry Services (Data Entry)  
Interpersonal Skills  
Clear and Effective Communication Skills  
Active Listening and Reflecting  
Problem-Solving  
Facilitate Client(s) Solutions Finding  
Results Oriented Planning and Goal Setting  
Personal Development and Growth Strategies

#### CONTACT INFORMATION

Ruby Evans Leak, Owner | Manager  
(404) 824-9504

[ruby@rubyevansleak.com](mailto:ruby@rubyevansleak.com)

[www.rubyevansleak.com](http://www.rubyevansleak.com)

Mailing Address: 4050 Hwy 42, Box 89,  
Locust Grove, GA 30248

#### NAICS CODES

561410 – Document Preparation Services, Typing Services  
711510 – Author, Motivational Speaker

#### UNSPSC CODES

55101500 – Printed Publication (Published Books)  
80101501 – New Business Startup Consultation  
80161503 – Keyboard Entry Services (Data Entry)  
80161504 – Clerical Services

#### NIGP CODES

91580 – Typing and Word Processing Services  
92021 – Data Entry Services  
96161 – Public Speaking Services  
71510 – Books, Curriculum Guides, Directories, Magazines,  
Pamphlets, Periodicals, Publications, Reprints  
78587 – Resource Books and Materials

#### VOLUNTEER

GDC West Central I.T.F. Women Prison  
Red Clay Ministries Incorporated  
Virtuous Women Life Academy  
Evolve Tranzishenz Houz Inc (Founder/Executive Director)

#### MEMBERSHIPS

Henry County Chamber of Commerce, Georgia

#### CERTIFICATIONS

SBA Woman Owned Small Business (WOSB)  
Women's Business Enterprise National Council WBENC (WBE)  
Certified Life Coach  
Certified Goals Success Life Coach  
Certified Life Purpose Coach

