

Since 1988, Softek Services, Inc. has helped organizations improve performance through training and technology.



Training Development and Instructional Design

We analyze jobs, tasks, and performance gaps, then design and modernize training that builds the knowledge and skills people need to perform.

- Needs, Gap, and Task Analysis
- Curriculum Design and Modernization
- Instructor-Led, Virtual, Web-Based, and Blended Learning
- Scenario-Based Learning, Gamification, and Simulations
- Learning Assessments and Evaluations
- Instructor and Student Materials and Job Aids
- Training Video Development
- Section 508 Accessibility and Compliance



Course Delivery

We deliver practical, instructor-led training that can be quickly deployed or customized to build workforce skills and improve on-the-job performance.

- Small Group and Organization-Wide Training
- In-Person and Virtual Delivery
- Microsoft and Adobe End-User Courses: Excel, PowerPoint, Word, Outlook, Teams, SharePoint, Power BI, Power Automate, Acrobat, Photoshop, 508 Remediation, and More
- Professional Skills Courses: Communication, Leadership, Teamwork, Problem-Solving, Effective Writing, and More
- Ready-to-Deliver and Customized Courses



Software Development and Automation

We develop practical software solutions that automate complex and repetitive tasks, streamline workflows, and make work easier and more efficient.

- Database and Custom Application Development
- Workflow and Process Automation
- Web and Mobile Solutions
- Dashboards and Data Visualization
- Systems and Data Integration
- Payment Processing Integration

CERTIFICATIONS

- Small Disadvantaged Business (SDB)
- Economically Disadvantaged Woman-Owned Small Business (EDWOSB)
- Woman-Owned Small Business (WOSB)

CONTRACT VEHICLES

GSA Multiple Award Schedule (MAS)
GS-35F-0413Y | 611430, 611420, 54151S

FHWA IDIQ Development and Delivery of
National Highway Institute (NHI) Courses,
Contract No. 693JJ323D000016

FHWA IDIQ Development & Delivery Training
Services, Contract No. 693JJ325D000008

PRIMARY NAICS CODES

- | | |
|--------|---|
| 611430 | Professional and Management
Development Training |
| 611420 | Computer Training |
| 541511 | Custom Computer Programming |
| 541512 | Computer Systems Design Services |

SELECT CLIENTS

Federal

- Federal Emergency Management Agency
- National Wildfire Coordinating Group
- Federal Highway Administration
- Department of Energy
- Tobyhanna Army Depot

State & Local

- Arlington County
- Prince William County
- DC Public Service Commission
- Ohio Department of Transportation

Organizations

- World Bank
- Georgetown University
- American Society of Anesthesiologists
- National Restaurant Association
- American Federation of Teachers

Softek combines training expertise with software development to build workforce capabilities, simplify complex work, and improve performance.