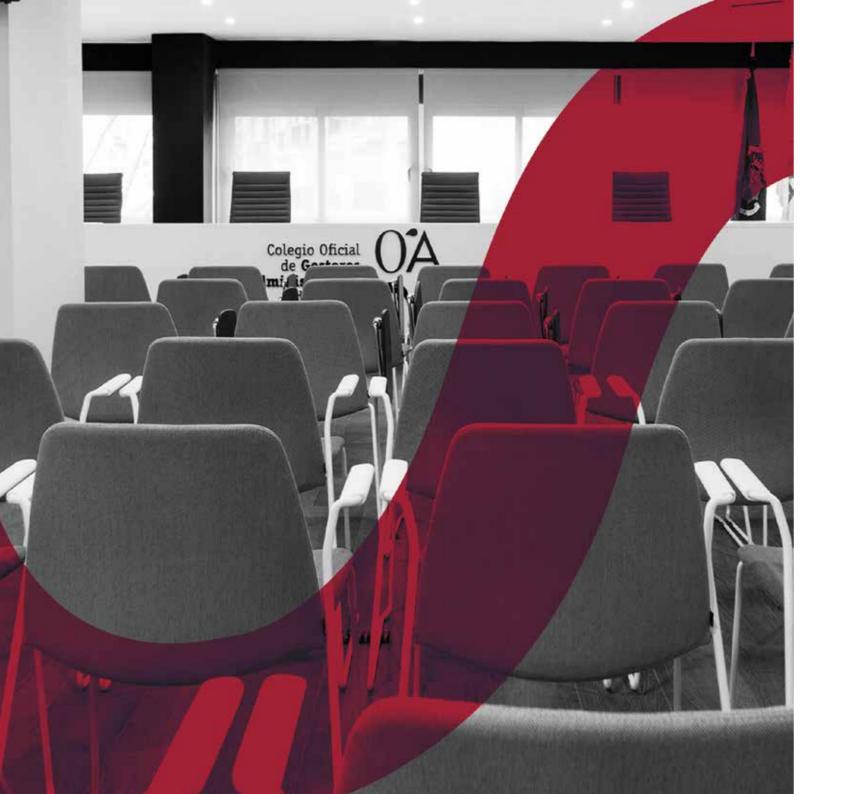
COLEGIO DE GESTORES
ADMINISTRATIVOS
DE MÁLAGA







- = 01. = OUR HISTORY
- = 02. = csr: committed
- = 03. = OUR GOVERNING BODY
- = 04. = our trade
- 05.— GESTORES ADMINISTRATIVOS SERVICES
- = 06.
  = SERVICES TO ASSOCIATION MEMBERS
- = 07. = KEEP UP TO DATE





# 01.our history

Established in 1953, Colegio Oficial de Gestores Administrativos de Málaga is an entity governed by public law aimed at representing the general interests of trade members, organising and coordinating the practice of the profession, defending the professional interests of agent services, and ensuring that the rights of the recipients of administrative agent services are respected.

One of the Association's main challenges is to offer training options to association members, as the backbone of the organisation's everyday activity. Colegio de Gestores Administrativos has been working steadily with the Public Administration for some time to develop e-services and facilitate administrative procedures.

#### \_ 02. \_ csr: committed

'Professional associations should be committed to society.'
Under this slogan, the Association takes corporate social responsibility action and builds strong ties to such organisations as Red Madre Málaga, Zapas Solidarias, Bichos Runners, Economato Pilar Galera, Hermanitas de los Pobres and Cofradía El Rescate.



COLEGIO DE GESTORES ADMINISTRATIVOS PRESS KIT







DEPUTY CHAIRMAN



Jiménez Jiménez

SECRETARY



D. Antonio Huertas Segador

DEPUTY SECRETARY



D. José Manuel Casero Ruíz

FIRST BOARD

MEMBER



D<sup>a</sup> Rafaela Jiménez Molina

FOURTH BOARD MEMBER



D<sup>a</sup> María José Cobos Mayorga

SECOND BOARD

MEMBER



D<sup>a</sup> Lourdes Molina Díaz

FIFTH BOARD

MEMBER



THIRD BOARD

MEMBER



D<sup>a</sup> Lucía Fernández Martín

SIXTH BOARD

MEMBER

Colegio Oficial de Gestores
Administrativos de Málaga















## — 04.— our trade

Gestores administrativos are highly qualified, legally recognised professionals who can advise SMEs, freelance workers and individuals on Public Administration procedures. Gestores administrativos hold degrees in Law, Economics, Political Science or Business Administration who have in addition passed a professional admission exam and are members of a professional association. Gestores administrativos associations acts like an insurance liability, backing up their members and promoting both their and their clients' interests. Also, they offer lifelong professional training to keep members abreast of regulatory updates.

Gestores administrativos give people professional advice on how to deal with a wide range of administrative procedures in a quick and easy way, saving time and money.



COLEGIO DE GESTORES ADMINISTRATIVOS PRESS KIT

## 05.GESTORES ADMINISTRATIVOS SERVICES



TRAFFIC AND TRANSPORTATION



ACCOUNTING AND TAX ADVICE



EMPLOYMENT ADVICE



ADVICE TO FOREIGN NATIONALS



TITLE DEEDS AND RECORDS



## — 06.— services to association members

Colegio de Gestores Administrativos de Málaga is a dynamic organisation, offering a wide range of services to its members, improving their professional skills and thus helping them provide better services to citizens. Association member services include:

- ASSOCIATION MEMBER SERVICE ON SITE, BY PHONE AND OVER THE INTERNET
- CENTRALISED SERVICES FOR PROCEDURES WITH THE DIRECTORATE-GENERAL FOR TRAFFIC
- SECRETARY'S OFFICE; BREAKING TRADE NEWS ON A DAILY BASIS
- PROCEDURES FOR REGISTRATION AS A SOCIAL COLLABORATOR OF THE TAX AGENCY
- INSURANCE POLICIES FOR ASSOCIATION MEMBERS



- TRAINING ON CURRENT LEGAL OR REGULATORY ISSUES
- LAND REGISTER INFORMATION AND PROCESSING OF CERTIFICATES OF INHERITANCE
- JOB EXCHANGE
- FILING OF TAX RETURNS IN ANDALUSIA
- OTHERS







#### Communication: a fundamental tool for the Association

Colegio de Gestores Administrativos de Málaga considers communication to be a fundamental tool for being in touch with society today.

Being close to association members, businesses, individuals and government agencies is very important if we are to meet their needs in today's world.

You can find us on:







/company/tramitesmalaga



tramitesmalaga.com gestoresmalaga.com

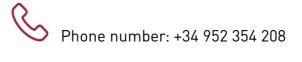














Service hours: 9am to 5pm
Centralised service hours: 9am to 7.30pm

