EXECUTIVE DOCUMENT SPECIALIST

Make your value visible.

Strategic resumes, leadership profiles, and career documents for your next move.

ABE Executive Documents

A polished, positioning-first approach to the documents that represent you when you are not in the room.

FOCUS

Career clarity

A clean line between what you have done and what you can do next.

VOICE

Human polish

Professional does not mean impersonal. Your perspective stays intact.

CARE

Discreet by default

Your information is handled with care, clarity, and confidentiality.

Documents with a point of view.

Every deliverable is shaped around your target role, leadership narrative, proof of impact, and the decision-maker reading it.

Resume & CV strategy

ATS-conscious, leadership-led, results-focused documents for early career through C-suite transitions.

Cover letters

Specific, persuasive, role-aligned introductions that connect your experience to the employer's priorities.

LinkedIn optimization

A searchable presence with a credible voice and a consistent message across your professional identity.

Executive identity suite

Executive bios, leadership profiles, board biographies, networking materials, and more.

Resume & CV packages

Level	Price	Best for
Entry level	$200	Early-career professionals who need a credible, ATS-conscious foundation.
Mid level	$300	Professionals ready for sharper achievement language and a stronger career narrative.
Senior level	$400	Experienced professionals and people managers who need scope and outcomes to land quickly.
Executive level	$500	Directors and executives navigating a high-stakes search, promotion, or pivot.
Senior executive	$600	C-suite, enterprise leaders, and board-ready talent requiring a boardroom-level narrative.

COVER LETTERS

$100 – $500

Targeted, leadership, and executive letter options.

OTHER EXECUTIVE DOCUMENTS

$100 – $600

Bios, LinkedIn, leadership profiles, board biographies, networking letters, and identity suites.

Professional market reference: ABE's displayed packages start at $100 for focused document support and cap at $600 for a coordinated executive identity suite. Final scope depends on seniority, complexity, research depth, and turnaround.

How an executive document specialist works.

Good documents do more than list responsibilities. They create a clean line between what you have done, what you can do next, and why you are the right person to do it.

01

Discover

We unpack your goals, target audience, career arc, leadership style, and the proof points that deserve more space.

Outcome: a focused positioning brief

02

Position

I identify the through-line in your experience and shape the hierarchy so the most valuable story is seen first.

Outcome: a confident narrative direction

03

Draft & refine

Content is rewritten for clarity, evidence, voice, and search-conscious language, then refined with your feedback.

Outcome: a document that sounds like you

04

Deliver

You receive polished, ready-to-use files and practical guidance for applying the story across your search.

Outcome: momentum with every application

THE DIFFERENCE

Strategic, not generic.

Your documents are built around a specific goal, audience, and value proposition — not a one-size-fits-all template.

What you receive

Sharper hierarchy

Confident language

Ready to use

The strongest proof appears where readers look first.

Your impact is clear without becoming inflated or impersonal.

Polished files with practical guidance for the search ahead.

03 / START THE CONVERSATION

Ready to make your next move legible?

Tell me what you are pursuing, where your current documents fall short, and what a successful outcome would look like.



Ahmed Babalola
Founder & Executive Document Specialist

REQUEST A CONSULTATION

ahmedbabalola.exec@gmail.com

Remote · serving ambitious professionals globally

Start with these three details

01

Your target

Role, industry, leadership direction, or opportunity ahead.

02

Your gap

What feels unclear, dated, generic, or underpowered today.

03

Your timing

The deadline, search stage, and level of support you need.

A simple promise

You should not have to explain your value from scratch every time someone opens your resume. The right document does that first — with clarity, evidence, and a voice you recognize.

ABE Executive Documents