

Your.Virtual.Assistant Introduction

Providing virtual assistant services to small businesses and associations is my business. I am ideally suited for this type of position given a lieutenant-mentality. My ability to serve many individuals and organizations is possible through the offering of “virtual” services.

Working virtually is an extremely productive method of doing business. The need for physical interaction between the client and consultant is non-existent, freeing up enormous blocks of time for both.

I do nearly everything business. My skills and experience cover a wide range of specialties. During the last thirty years, or so, I have started and operated successful businesses, managed personnel and projects, and have essentially taken full charge of office/business administration for a number of firms. The time spent working with current clients varies from one hour per month to many hours per week. Additionally, I engage in individual projects for others. I have two degrees, a Bachelor of Science in Business Management, and Master of Fine Arts in Creative Writing.

The one question that often surfaces is, “why do I do what I do?” when I certainly could make a nice income working in, say, a corporate setting. My answer is always the same: “I got here as the result of an unexpected life event, and just as unexpectedly, discovered something I enjoy more than anything I have ever done!”