



Platinum Edge Services

*Platinum Edge Services
provides virtual
administrative support so
you can focus on growing
your business.*

Benefits

Cost Effective: Going virtual means no need to provide office space, equipment, or employee benefits.

Flexible: You only pay for what you need. Rates are billed in 15 minute increments; 1 hour minimum.

Enhanced Productivity: Let me take care of all the administrative tasks that eat away at your time. Please visit my website for additional information.

Dedication and Commitment: I take pride in giving you the edge in business. Your success is my goal.

Experience: Over 20 years of administrative experience.