

# Biographical Summary

## ***LaShay Canady***

*Professional Virtual Assistant*

*Graduate of Assistu*



LaShay Canady is a passionate Virtual Assistant who is a highly trained and experienced professional who works with clients in a long-term collaborative partnership, providing them with administrative support and resources through the use of the Internet, fax and telephone without having to be physically present at the client's location, hence the term virtual assistance. She draws on 18 years of experience in the Administrative Assistance industry. She has been engaged in individual and organizational businesses across the nation.

LaShay is known for her relaxed and lovingly supportive presence and outstanding interpersonal skills. As a Virtual Assistant, she brings out the best in business owners with her no-nonsense yet compassionate approach. LaShay has also coached numerous clients in implementing tools for increased efficiency and having a more natural balanced way of life with the support of a VA.

LaShay is a very dedicated, driven, and masterfully skilled administrative professional who genuinely wants to powerfully impact your life! She has worked with clients that include Black Professional Coaches Alliance, individual coach clients, college professors, high school teachers, consultants, and change agents.

LaShay is the founder and president of Virtual Executive Services LLC. Virtual Executive Services' mission is to help you exponentially grow your business by helping your business to become an integral part of the life you want to have. LaShay is an alumni of the Metropolitan State College at Denver.

Virtual Executive Services LLC ~ 13918 e. mississippi ave #129, aurora, co 80012  
303.695.7695 voice ~ 719.623.0573 fax

lashay@virtualexecservices.com ~ www.virtualexecservices.com

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