# PROFILE



N A M E Kerry Seymour

R O L E Team Support

CREDETIALS
BSc Hons in
Psychology



### WHATIDO

General Admin Support
Business Support Services
Business Support Management
Clinical Audit and Quality Improvement
Support

#### ABOUT KERRY

I have worked in largely office-based roles for over ten years in a variety of roles including healthcare and research, voluntary and public sectors as well as with SMEs.

My varied roles have included contributing to research projects, coordinating national audit and quality improvement initiatives, providing administrative support and managing admin support teams within NHS mental health services.

I have always been comfortable liaising with a variety of different agencies, departments and professionals, and have sound verbal and written communication skills. I enjoy systems and process and getting involved in the details that help to deliver a project to a high standard. Now, I love my role supporting Gabi and the team to deliver the best possible experience to clients to enable their teams to Shine!

# KERRY'S OTHER HAT

Kerry is the owner of Work Life Balance VA Services. She and her team specialise in providing quality administrative and business development support to health and wellbeing practitioners and small businesses..



Visit: www.worklifebva.co.uk to find out more

## WHAT PEOPLE SAY

Kerry is a wonderful addition to any business. She can take complex/ambiguous tasks and create a simple process for success.

Kerry has an excellent range of skills and is able to deal with all tasks and activities to a high quality.

Friendly, efficient and professional, a pleasure to work with.

# KERRY LOVES

Coffee, greyhounds, being creative, Jane Austen and family holidays!