
About Me

I am a military spouse, mother of two, an artist, and an entrepreneur. I have over 14 years of customer service experience, most recently as a legal assistant at a busy criminal law firm in Winnipeg, MB. I was the receptionist and sole legal assistant to 7 lawyers and 2 students.

WORKING HARD

Just got easier!

I decided to start Maverence Virtual Solutions after our most recent posting to CFB Petawawa. It has allowed me to help provide for my family and to genuinely make a difference in the lives of others. I THRIVE on being the go-to person for a company and want nothing more than the success of your business.

Benefits

Lower Costs

You don't pay for any benefits, sick leave, vacation pay, EI, insurance, etc.

No Extra Office Expenses

You don't pay for any extra office space, electricity, supplies, or equipment

Increased Productivity

Hand over mundane tasks so you can focus on the core of your business

Reduced Stress

Reduce your workload so you can spend more time doing the things you want to do

Call today!

To book your **FREE** 30-minute consultation!

Services

Specializing in:

Administrative & Organizational

- Customer service
- Client follow-ups
- Sending invoices
- Email management
- Data cleansing
- Sending cards or invitations
- Document template creation or updating
- Sending reminders
- Calendar management
- Scheduling
- Data entry

Additional Services:

Marketing & Social Media
Event Planning
Creative Consultant
And more!

Get your schedule and your life back on track!