



## **EXPERIENCED OFFICE HELP A CALL AWAY**

Cheryle Timperley's career has taken her to some exciting cities across North America but when it came time to start her own business, she returned to her roots in Lambton County.

"I've worked for a self-made millionaire in California, I've been the executive assistant to an auto part manufacturer in Michigan and I've worked in Texas and Toronto," Timperley said. "I enjoyed the adventure but I'm drawn back to the area where I grew up."

Timperley, 59, started her own clerical assistance service in May and calls it Busy Office Solutions.

She developed a business plan through the Business Development Centre and did market research that told her that small business owners in particular can use an extra hand.

"They have knowledge of their own services but they don't necessarily have the know-how or the time for invoices, bookkeeping, typing or computer spreadsheets," Timperley said. "I've been working in an office since I was 21 and I've got a wide range of skills.

"Let me do the things that are a little more tedious."

Her brochure lists 30 or more services, everything from desktop publishing to running errands and setting up file systems. She also has much of the equipment and technology necessary to get the job done.

Rates vary from \$15 to \$20 an hour, depending on the work.

Busy Office Solutions is based out of Timperley's home in Wyoming. She is available by calling 519-845-0606 or e-mailing [chert@xcelco.on.ca](mailto:chert@xcelco.on.ca).