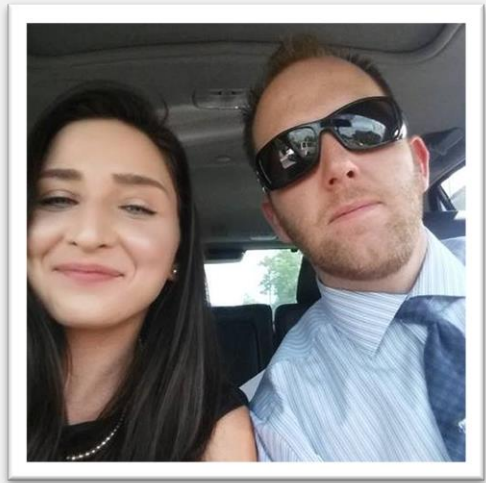


# MY ONE PAGE PROFILE

## Who Am I

Stephanie Crawford

Office Assistant



## What people appreciate about me

I am easy going, kind, compassionate and am always willing to lend a hand. I am eager to take on new opportunities and challenges. I do not hesitate to speak up for people who cannot advocate for themselves.

## What is important to me

Remaining optimistic and producing quality work even when under pressure. Remembering that all aspects of what I do ties back to the support of the individuals we work on behalf of. Staying ahead of the day and focusing on the primary things I set out to do.



## How to support me

By understanding that I support a lot of people and have to prioritize based on the day and tasks at hand. If you ask for things in advance then I can prepare. Keep me in the loop on projects I am a part of. I have trouble saying no please do not take advantage of that. Sometimes I will overlook or forget about you if it is a busy day, please do not hesitate to remind me that you needed me for something.

## Things I have learned along the way

I need to plan my day and stick to it as time is easily wasted. Plan a big 5 set of goals and a little 5 set of goals and stick to them - Robin Sharma Lead without a title.  
Birthdays are important and should be celebrated.  
I make better decisions when I take the opportunity to stop and look at the whole picture.  
"You have brains in your head, you have feet in your shoes, you can steer yourself any direction you choose" – Dr. Seuss