

## **PERSONAL ASSISTANT RECRUITED FOR SMART DIRECTORS**

The Directors of successful Smart Group Recruitment Solutions have recently appointed a Personal Assistant to assist them with their busy day to day roles. Lynne Bailey has been appointed to the role of Directors PA having spent nearly 10 years with a Media Skills company as a Marketing Executive and Training Co-ordinator. Prior to that Lynne had some experience as a recruitment consultant.

Helen Stacey, Director of Smart Recruitment commented, "Appointing Lynne has freed up so much of our time and she takes care of all the day to day organising of our diaries, meetings and co-ordinates everything to ensure the smooth running of the agency. Lynne has taken on a big role with all three of us to look after but she is more than capable and has already proved herself a great asset to the team. Her fun-loving personality has seen her settle in really well with rest of the staff." Helen adds, tongue in cheek "We hope to be nominating Lynne for Dorset Business, PA of the Year, an annual award sponsored by Smart!"

Lynne leads a very busy life both personally and professionally. Volunteering every week for Bournemouth Borough Council, Lynne works at the Inferno Youth Centre at Littledown every Sunday. When she has time for herself Lynne enjoys mo-jiving. Her passion is travelling and her love of exploring has seen her visit Amsterdam, Barcelona, New Zealand, Singapore, Pengang and the Dominican Republic all in just a year!

Thriving Smart Group Recruitment Solutions service a catchment area which encompasses all corners of Dorset and parts of Hants, Somerset and Wilts. The company has a network of five branches, four in Dorset and one in Yeovil, and currently employs more than 50 staff.

The Smart service is broad covering a diverse range of products, services and industries. Candidates and clients benefit from the company's branch network which is technology driven through the Smart database; this links to every desk in every branch, providing instant access for candidate skill matching, availability and positions available.

For further information on any of the services provided by Smart Recruitment call 01202 629000 or visit [www.smartgroup.co.uk](http://www.smartgroup.co.uk) to find your local branch in Poole, Bournemouth, Dorchester, Christchurch or Yeovil.

**~ENDS~**



**Caption:** - Lynne on the job at Smarty Recruitment

**For further information, please contact: -**

Val King Aylesworth Fleming Public Relations, Aardvark House, Poole Hill,  
Bournemouth, BH2 5PS

Tel: - 01202 295723      Email: - [val@aylesworth-fleming.co.uk](mailto:val@aylesworth-fleming.co.uk)

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