## Leah Besonen Administrative Assistant

## IADLEST - Eagle, Idaho

Leah is a seasoned Administrative Assistant with over 10 years' experience in the field. She has extensive experience with all administrative tasks, including communications and client relations. Having held positions in several licensing boards, manufacturing, and facilities.

Leah can tailor her skills to meet the needs of various clients. She has increased efficiency in several of her roles and is very effective at follow through.

Leah has been responsible for organizing, logistics, scheduling, reservations, ordering & restocking supplies, security, training, customer service, and several other tasks.

In addition to her duties as an Administrative Assistant, Leah is married to Jesse, a veteran of the U.S. Marine Corps. They have two boys – Paxton (13) and J.J. (9). When Leah isn't taxiing her boys in various directions or watching them play sports, you can find her hiking, taking on DIY projects and practicing photography. She also enjoys volunteering around the community and at her children's schools.