

## About Us

Last Updated Tuesday, 31 March 2009

About Us:

Della Bercovitch is the owner of Della-gate, a virtual assistance company. Della-gate opened for business in January 2008.

Della has always enjoyed coordinating other people's schedules and lending a helping hand to those who are overwhelmed with their workload. She is highly qualified, has expertise in various fields and is prepared to help you meet your most demanding needs.

Della is committed to meeting her client's expectations by delivering quality work in a consistent, timely, and confidential basis.

- Proven and consistent record of forging strong business relationships with clients and suppliers
- A highly organized and detail oriented professional providing thorough and skillful support
- Dedicated and focused; able to prioritize and complete multiple tasks and follow through to achieve project goals
- Excellent communication skills including written, verbal and interpersonal

Canada's Top 100 Employers 2004, page 193 "Person you should get to know first: Della in Administration always knows what's going on and where to find everything."