



# Professional Qualifications

Cheryl A. Ossip

Office Administrator

## PROFESSIONAL EXPERIENCE

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**2019 - Present:** BC&E, LLC, Littleton, Colorado  
Office Administrator

**2000 - 2019:** Littleton Equine Medical Center, Littleton, Colorado  
Administrative Assistant

Cheryl Ossip has worked as an Administrative Professional for over 20 years, and has been instrumental in regards to scheduling, invoicing, client correspondence and creating reports all with the focus of increasing the productivity of the staff and the business.

Ms. Ossip grew up in upstate New York and has enjoyed living in Colorado for the past 38 years. Prior to going to work in an office she worked in numerous riding stables all along Colorado's front range. Her first 18 years in Colorado were spent grooming, riding and training show horses and teaching horseback riding lessons. During these years she traveled extensively throughout the United States and Canada on international horse show circuits.

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