

# HAYS PA EVENT YOUR INVITATION

Updated Agenda! We are delighted to invite you to the final Hays PA Event of 2018. You will hear from the below individuals, enjoy a dose of discussion and informal networking.

**Speaker 1: Personal and Executive Assistants - The ever changing landscape**

**Speaker 2: Boosting your online presence**

Adam Fidler, of Adam Fidler Academy, is the UK's leading provider of training and education for Personal and Executive Assistants. We are grateful to Adam, who has provided the commentary in our latest Salary Guide on the future of the EA/PA role.

Sharon Boulter is a trainer within Hays and will be exploring the best way to present and utilise your professional online profiles.



**Thursday 6th  
December 2018**

**17.30-20.00**

## **3rd Floor**

1 Colmore Square  
Birmingham  
B4 6AJ

## **Agenda**

**17.30**

**18.00** Speaker 1 - Adam Fidler

**18.30** Speaker 2 - Sharon Boulter

**18.45** Refreshments, networking, plus receive your copy of our latest Salary Guide

**20.00** Official Close

## **Refreshments**

Nibbles, wine and non-alcoholic beverages will be provided

## **RSVP**

**For further information or to reserve your place please contact Jennifer Bruerton**

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