

JENNIFER KAISER



Jennifer Kaiser is an Executive Assistant and the Administrator of the Human Resource Consulting department.

Professional Experience

Mrs. Kaiser has over 15 years of experience supporting executive-level managers in a variety of industries and a variety of departments including administration, operations management, & human resources. She has worked in both small and large organizations. The diversity of her experience gives her a unique ability to connect with the firm's clients and develop a genuine understanding of their needs.

Activities and Interests

Jennifer is a mother whose evenings and weekends are always packed full with team sports, band performances, and volunteering in her community. She enjoys family time spent exercising, and believes that staying active has the two-fold advantage of both physical family health and the enjoyment and connection of their shared interests. Her favorite way to end a day is time spent curled up with her pets and a good book.

Education

DeAnza College, Cupertino, CA
A.A. Liberal Arts, 1997

Employment History

Holden Law Group
2017-Present

Taco Bill, Inc.
2015-2016.

Maidu High School
2014-2015

Flyers Energy, LLC
2013-2014

Director
Bowman Education Foundation
2012-2014

Full-time Mom & Volunteer
2004-2012

Multiple Professional
Administration Positions in
Construction and Technology
1994-2004