

**SORTED! Professional Organiser Training
ALL YOU NEED TO SUCCEED**

**5 IMPORTANT REASONS TO
PARTICIPATE IN SORTED TRAINING**

1. Qualifications

I am a fully qualified trainer, with a Certificate IV in Assessment and Workplace Training. I also have a Certificate IV in Small Business Management.

2. Public success

I am arguably Australia's most successful Professional Organiser, the only Australian PO to have featured on a TV series solely about organising and the first point of call for journalists around the country when they want industry comment.

3. Credibility

I'm the author 7 books including the best-seller, *SORTED! the ultimate guide to organising your life - once and for all*. My book has been translated into 4 languages and has been reprinted many times. It's also been nominated for an industry award with the NAPO (National Association of Professional Organizers).

4. Experience

I have been employed in organising roles my entire working career (since 1985). 16 years organising in the media, 9 years running my business SORTED! organising & decluttering. My experience as a PO is diverse and comprehensive.

5. Industry knowledge

I invest in my own professional development by attending the NAPO conference in the USA, participating in training with the ICD (Institute for Challenging Disorganization) and keeping up to date with resources.

I share all of these skills, knowledge and experience with you! Don't delay – I have a limited number of places available each year.

Why not train with the Professional Organiser who's had the most success? I am an industry veteran entering my 10th year of full-time Professional Organising, and have trained many subcontractors over the years. The training I am offering has been a huge success with participants delighted with the format and content of the workshop. My classes regularly book out.

› hands on organising of your home or business
› creative storage ideas › space optimised
› paper, project, time and task management

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› PO Box 241, Fairfield, VICTORIA 3078

I am also a featured contributor for the popular on-line publication, Flying Solo (www.flyingsolo.com.au) and am frequently asked to provide tips, content and information to newspapers, websites, glossy magazines and corporate newsletters.

I travel to the United States each year for Professional Development with NAPO, (the National Association of Professional Organizers) who have been operating for more than 25 years. I am also taking classes with the ICD (Institute for Challenging Disorganization). The good news is that I share that training with YOU!

My skills, experience and qualifications are substantial. I am

- A qualified trainer- *Cert IV in Assessment and Workplace Training*)
- An experienced presenter (TV, radio etc) and workshop facilitator (corporate, IKEA, home shows etc)
- Qualified in Small Business Management *Certificate IV in Small Business Management* in addition to running two businesses of my own totalling more than a decade of experience

Importantly, I have a creative and fresh approach to organising. I have thousands of hours hands-on consulting experience with a broad range of clients and have literally "seen it all". I know plenty of tricks and tips- and I've learned those the hard way. You don't have to! My experience covers domestic, business and corporate work.

My training is comprehensive and is designed to share with you many dos and don'ts of operating as a Professional Organiser. If you're serious about offering a high-quality service to your clients – whether you want to work full-time or part time, don't miss my training! You can start - or continue - your business with confidence and continue to attract and retain happy customers.

Guarantee

I guarantee you will learn relevant, valuable skills and receive value for money. Remember that this training is designed to help YOU make money and have one of the most rewarding and enjoyable jobs in the world. As you'll be personally trained by one of the best in the business, you'll have instant credibility too.

Hope to see you in class!

Lissanne Oliver

Professional Organiser, Qualified Trainer, Author, TV Presenter
Director, SORTED! organising & decluttering
AAPO Founding Member and President (2006)
NAPO Member
NAPO Golden Circle member
ICD Member

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