

# The Virtual Office of Debbie Leveski, LLC





**Beyond Freelance Writing** – Write out of the Box!©

## Introduction...

I possess a Master's in Arts with a Concentration in Instructional Education from Central Michigan University and decades of experience in writing of all sorts for profit and non-profit businesses and from small businesses to Fortune 500 companies. In addition, I have over 16 years of experience assisting a chairman of the board and numerous presidents and top level executives in administrative tasks and projects.

In 2006 I left the corporate world and started my own business, The Virtual Office of Debbie Leveski, LLC, where I am a Virtual Assistant. Today, I assist presidents and business owners with various administrative tasks and writing projects that go beyond the normal realm of freelance writing. I am also a freelance writer for the Oakland Press and the Downriver Profile Magazine.



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[Newspaper articles...](#)

[Magazines...](#)





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WHY?



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**COSTS?**



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WHY NOT?



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**Websites**



**Bios**



**Business Writing**

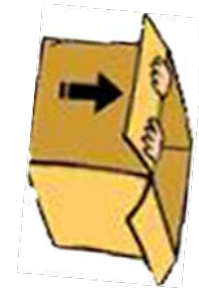


**Social Media**



**Newspapers  
Magazines**

**Flyers &  
Fundraisers**

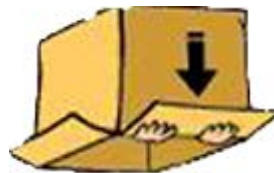
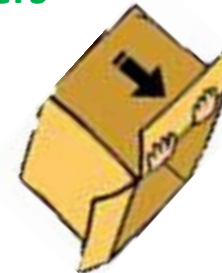


**Resumes**

**Newsletters**



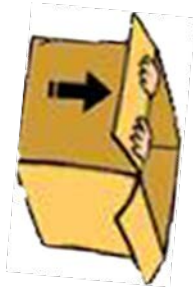
**Press Releases**



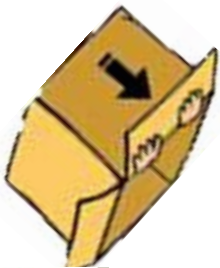




Get all shook up - with Elvis at  
The  
Blue Nile Ethiopian Restaurant in  
Ferndale  
- at a fundraising event for our  
Veterans.



Bios - [Four Leaf Public Relations](#)



Social Media - [Blue Nile Ethiopian Restaurant facebook page](#)

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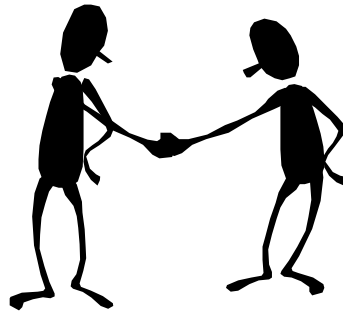


## HOW?



Beyond Freelance Writing – Write out of the Box!©





Stay connected with those businesses and people you wrote stories on and the publishing companies you work for.



Network, network and network.



Tell your story to your family, friends and your community.



Read - read everything that is in print and on-line.



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