

BUSINESS NEWS

YOUR PERSONAL MANAGER

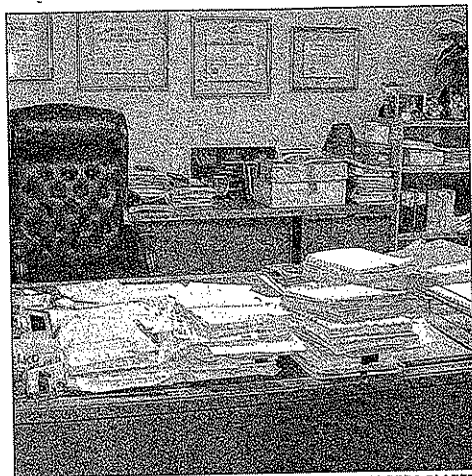
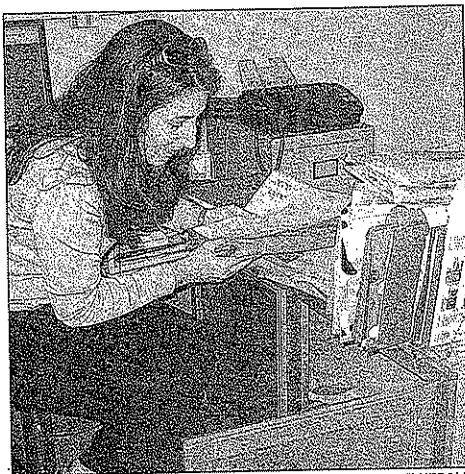


PHOTO COURTESY OF STEPHANIE GOLDBERG GLAZER



MARCIA FREIDENREICH / FOR THE MIAMI HERALD

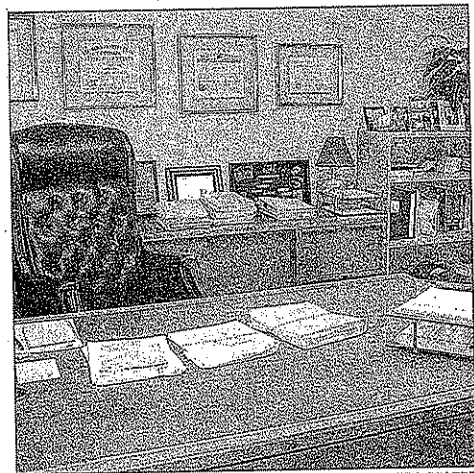


PHOTO COURTESY OF STEPHANIE GOLDBERG GLAZER

BEFORE, DURING AND AFTER: A client's desk is covered with piles of papers, with disorder spilling over onto the credenza and bookshelf, far left. Stephanie Goldberg Glazer gets to work on the filing and throwing out, center. At right, post-cleanup the office is all business.

Service makes lives of others orderly

■ An organizational maven helps hapless clients gain control of their space — and their time.

BY MARCIA FREIDENREICH
Special to The Miami Herald

People who hire Stephanie Goldberg Glazer to organize their home or work space generally find their quality of life gets better, too.

TO LEARN MORE

- **What:** Your Personal Manager.
- **When:** Call for appointment and consultation.
- **Where:** Stephanie Goldberg Glazer comes to your office or home.
- **Information:** Call 954-925-8463 or e-mail stephanie@yourpersonalmanager.com.

Glazer said she gives every job her own personal touch, taking into consideration each customer's likes, dislikes and needs.

Glazer, 34, the owner, president and force behind Your Personal Manager, offers organizational services for the office or home — kitchen, playroom or the entire house.

She's enjoyed a number of jobs already in her young life, gaining knowledge along the way in the areas of office, home and time management.

The South Florida native graduated from Washington University in St. Louis with a

degree in fashion design, which she parlayed into a job in New York City where she designed clothing and textiles.

But, disliking the cold, she moved back to the South and worked in software training for Perry Ellis. She then did a teaching stint at Miami International University of Art and Design in downtown Miami.

BALANCING ACT

"In various stages of my career I remember being overwhelmed. Trying to work and live your life can be exhausting," Glazer said.

She works on an hourly

basis, organizing homes and offices from the field or, when appropriate, from her home office.

She also works as a private concierge, running errands for busy folks and doing their personal shopping.

"Sometimes a customer will call from work late on a Friday afternoon and say, 'Help, I have three birthday parties to go to with my kids this weekend, and I haven't even bought the first card or gift!'"

Glazer takes over, and working within a budget, shops for cards and gifts, then gets them wrapped in a flash.

"I can also do someone's entire holiday shopping, including gift wrap and shipping," Glazer said. "For me, it's rewarding to find unique gifts for someone's loved ones and relieve that pressure, so my client can actually enjoy the holidays."

Glazer also offers bill-paying services for individuals or small businesses, part-time office manager/assistant, relo-

cation help, even managing vacation homes.

Glazer has organized even the most cluttered offices. She recalls one reluctant client whose business partner had called her in.

"He kept saying he didn't want me there, but once I was finished, he was ecstatic," said Glazer.

NO MORE CLUTTER

In this age of technology Glazer helps people get rid of the bulk of their paper clutter by showing them how to organize everything onto their computers and save into a backup system.

Some customers think Glazer can just twitch her nose and the job gets done, but she emphasizes that organizing almost always requires client participation.

"They need to take an active role in what can stay and what must go. Sometimes there are things they just aren't ready to let go of," she said.

BUSINESS EVENTS

IN THE CHAMBERS

Greater Hollywood Chamber of Commerce: Business after hours card exchange; 5-7 p.m. Wednesday; Boat House Bar & Restaurant, 6200 N. Ocean Dr., Hollywood; \$12, \$7 members. 954-923-4000 or hollywood

merce: Networking wine-tasting event; 5:30-7:30 p.m. Wednesday; AmTrust Bank, 1144 Weston Rd., Country Isles Plaza; \$7; free for chamber members. 954-389-0600 or jack@westonchamber.com or westonchamber.com.

IN OTHER BUSINESS

International: Gold Coast chapter helps to build business; 7 a.m. Wednesdays; Westin Hotel, 400 Corporate Dr., Fort Lauderdale; free. Call John at 954-468-2221.
Business Networking International - Davie Chapter: Networking opportunity for business professionals; 7 a.m. Wednesdays; Romeu's Cuban Restaurant, 6800 Dvkes Rd., Pembroke

305-494-5837.
Florida Diversity Job Expo: A chance to encounter more than 50 leading companies that will be interviewing, and possibly hiring, on the spot. Dress professionally and bring plenty of résumés; 11 a.m.-4 p.m. Tuesday; BankAtlantic Center, 2555 NW 137th Way, Sunrise; free. 954-678-4111 or <http://diversif>

web.com/contactus1.aspx.
South Broward Business Council: 7:30 a.m. Wednesday; Club at Emerald Hills, 4100 N. Hills Dr., Hollywood. Call Jim Stoodley at 954-962-9997 or go to sbcc.us.
South Florida Professional Networking Group: Business referral and networking; 7:15 a.m. Tuesday; Coldwell Banker, 5870 Flamingo Rd., Cooper City; \$10. Visit