



Audrey Thomas

Organized Audrey, LLC



THE LEAN OFFICE & WORKPLACE ORGANIZING AUTHORITY

Since 1991, Audrey Thomas has been helping people unleash their productivity and get more hours in the day. She is a national speaker, author and Lean Office Expert specializing in workplace organization. And she has seen it all: stressed out employees, teetering piles of paper, and computers stuffed with electronic clutter.

According to the Wall Street Journal, white collar workers waste 40% of their work days because they were never taught organizing skills to cope with increasing work loads.

Audrey Thomas of Organized Audrey delivers memorable—and humorous—content that helps audiences **improve productivity, enhance efficiency, and improve work/life balance.**

Presentation Types

Audrey's high-energy, participatory presentations are sought by companies and associations for leadership conferences, keynotes and breakouts, staff training, work/family programs, and other events.

An Organized Audrey presentation will help:

- Regain lost hours every week, and increase overall productivity
- Mitigate staff cuts by making remaining employees more effective
- Change office chaos and clutter into peace, order—and profitability
- Individuals who are juggling demanding jobs and families



Entangled In E-mail

Getting Organized with Microsoft® Outlook

The Road Called Chaos - Understanding (and Conquering) Disorganization

Buried Alive! — Surviving the Avalanche of Paper and E-mail

Intro to Lean Office

Do's and Don'ts of Gas in the Office — A Review of Office Etiquette



Buried Alive!

Getting Organized with Microsoft® Outlook

Organized for Home-Based Business Success

The Road Called Chaos

50 Ways to Leave your Clutter



Professional speaker since 1991

Nominated for NAPO Founders' Award

Published in many national newspapers and magazines

Selected for Minnesota's "50 Most Notable Women"

Past-President of the National Speakers Association, Minnesota Chapter

National Speakers Association Member of the Year

Member ASTD



WHAT CUSTOMERS ARE SAYING:

"Audrey's ability to apply Lean principles to the office environment is unparalleled in my opinion. Her teaching style is engaging and informative. The applications she provides are both useful and practical, the results immediate."

Mike Ambrose, Operations Scheduler, The Mayo Clinic

"Thanks again for sharing your time and expertise with us. Your presentation was fun, informative and interactive. The message was delivered at a critical time when everyone is looking for ways to do more with less. Your willingness to tour a couple of our pharmacies to get a better idea of their challenges was greatly appreciated."

**Marlaine Villas, Quality Improvement Consultant,
Fairview Pharmacy Services**

"Audrey Thomas is a true expert in organization, time management and keeping people sane."

**Robin Murphy, Program Director, American Payroll
Association, Northstar Chapter**

"I've never seen so many people stay to the end of conference as I did when you were our closing speaker! You provided more than a keynote closing speech. You provided us with the gift of your time to take us outside of our everyday habits to new ways of organizing. For that, you will be remembered as the highlight of our event."

**Share Brandt, Director, Member Services & Education,
Minnesota Rural Electric Association**

"Audrey Thomas has brought an abundance of knowledge, humor and wisdom to TORO Company and its employees. Her style is very engaging and her warm personality lights up a room. She has been a great asset to Toro and has supported our training efforts as they align with our corporate goals. We feel fortunate to have found her."

**Karen Anderson, Director, Corporate Training and
Development, The Toro Company**



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Gopher Resources
Great River Energy
Guidant Corporation
HM Cragg
Help Systems
Imation
Investment Centers of
America
Keller Williams
Lurie Besikof Lapidus
Mackel, Crouse & Moore
Mall of America
Olympic Steel
Regions Hospital
Rolodex
Rubbermaid
Salem Broadcasting
Securian
SII Investments
Smead
Tastefully Simple
Toro
US Bank
United Properties
University of Wisconsin
Wells Fargo
West Group

GOVERNMENT

Anoka County
Blue Earth County
City of Burnsville
City of Plymouth
City of Rochester
City of St. Paul
Dakota County
Olmstead County
Ramsey County

ASSOCIATIONS

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Federation
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Association
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Minnesota Women
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National Association of
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Veterinary Hospital
Association