

MANAGEMENT TEAM

JUDY RICHARDS

ADMINISTRATIVE ASSISTANT



EMAIL

jrichards@balfourpacific.com

PHONE

604.806.3363

Ms. Richards facilitates office management and operations. She supports the accounting department in back office functions and fund administration. Ms. Richards also supports the Director of Business Development in managing the firm's investor relations platform and executing marketing initiatives. Prior to joining Balfour Pacific, Ms. Richards was an administrative assistant at Heritage Audi in Salisbury, United Kingdom. Later, she managed a boutique coffee shop in Calgary, Alberta.

Ms. Richards is currently pursuing further education at the Institute of Holistic Nutrition in Vancouver. She holds a Diploma of Health & Social Studies with a focus on Occupational Therapy from Coventry University in the United Kingdom.