



## HEIDI MECHAM

SHE | HER

**ADMINISTRATIVE ASSISTANT**

[hmecham@orba.com](mailto:hmecham@orba.com)

📞 801.472.7444

Heidi Mecham is an Administrative Assistant in the firm's Salt Lake City office. She works with a number of the firm's Directors and their clients, which spans a number of industry sectors. Heidi has experience in project management, customer service, account management, analytics and logistics, as well as many years of experience as an executive and administrative assistant.

### PROACTIVE

Heidi provides a well-rounded blend of technical expertise, attention to detail and interpersonal skills. Our clients and professionals know they are in good hands with Heidi's excellent time management and organizational skills.

### OUTSIDE OF THE OFFICE

Outside of the office, Heidi enjoys hiking, working out and spending time with family and friends.