

Andrea Wnuk she/her

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Revenue Cycle Associate and Senior Administrative Assistant

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Andrea provides the Faber team with valuable support as one of the firm's Administrative & Legal Assistants.

She routinely handles general office maintenance and compliance, along with assisting firm members within a hybrid work environment. She also assists with the firm's invoicing process and collections efforts, ensuring all client invoicing is accurate and complete. Andrea understands the firm's commitment to excellent client service, and she consistently helps firm members meet this goal.

**EDUCATION**

Fisher College, B.A. Management

# Experience

## Administrative Assistant

Meketa Investment Group

- Supporting multiple executives and maintaining daily office operations

## Legal and Administrative Assistant

Cytel

- Supporting top level executives and the human resources department within a biopharmaceutical company