

## Brenda Neufeld

VP Human Resources

brenda.neufeld@bjt-erm.com • linkedin.com/in/brenda-neufeld

### EXPERTISE

- Paralegal/Legal Assistant
- Administration
- Payroll
- Human Resources
- Bookkeeping
- AP/AR
- QuickBooks
- Filings
- Contracts
- Business Communications

### EXPERIENCE

**Bookkeeper/Administrator**  
Way to Go Oilfield Services,  
Cochrane, AB

**Administration**  
Parkbridge Lifestyle Communities,  
Pine Lake, AB

**Co-Owner/Office Manager**  
Canriggers Oilfield Services Inc.  
Grand Junction, Colorado &  
Pine Lake, AB

**Legal Assistant**  
James L. MacInnis, Olds, AB  
Fielding & Dixon, Red Deer, AB  
Miller, Lehane & Wild, Innisfail, AB  
Crowe, Duhamel, Manning,  
Red Deer, AB



### CAREER HIGHLIGHTS

- 13 years as Paralegal/Legal Assistant
- Co-owner of Canriggers Oilfield Services for 20 years, franchised into the US in 2001

### EDUCATION



Diploma, Legal Assistant  
Red Deer College | Red Deer, AB