



## Lynn Randall

### Director of Administrative Services

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### Profile

**As director of administrative services, Lynn oversees the Syracuse office administrative assistants. In that important role, she monitors their daily operations, implements continuous process/procedure improvement initiatives and assesses the administrative support needs of the legal staff.**

In addition, Lynn manages the firm's Document Support Center (DSC) which offers word processing services, among others. Within the DSC, she manages the intake, analysis, distribution and completion of document work requests.

Lynn has been with Bond since 1985 and working in the DSC for more than 20 years.

### Education

- Central City Business Institute (A.A. 1985)