

## Claire Tomlinson

Office Manager  
LB Foster Rail Technologies Corp.

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Claire Tomlinson, the Office Manager for LB Foster Rail Technologies Corp. Burnaby location, is an administrator with 20 years of combined experience in culinary arts, travel, legal, client services, customer support, Human Resources, and administrative arenas. Claire specializes in providing administrative support to high-level executives and employees in managing, coordinating, scheduling, and communicating the many facets and layers of day to day operations and busy business practices. She also acts as an HR liaison for the Burnaby office.



Over the past 20 years, Claire has held various positions including payroll and permits and licensing clerk, client service support, chef, travel agent, legal assistant, executive assistant, and office manager. Claire attended Capilano University and VCC Culinary Arts school where she unleashed her inner chef. Claire began her career with the City of Vancouver, then travel to Europe to work in professional kitchens. Upon her return to Vancouver she branched into the travel business and then transitioned into the legal field before finding her home with Kelsan Technologies as an executive assistant in 2006. In 2015 Claire joined the League of Railway Industry Women as the Events Chair, and continues in the position working with the Events Committee to bring meaningful events to the LRIW membership.

Claire currently resides in North Vancouver with her husband and two daughters.