

# Resume

## Contact Details

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## Career Objectives

**Summary:** To secure a management position in a high growth company with considerable advancement opportunities. Ideally, in a business development capacity with an emphasis on strategic planning.

## Education/Qualifications

**Institution:** Macquarie University  
**City/Country:** Sydney  
**Qualifications:** Bachelor of Commerce  
**Completed:** 1987

**Institution:** Elephant High School  
**City/Country:** Elephant NSW  
**Qualifications:** HSC  
**Completed:** 1984

## Employment History

### NAFTA PTY LTD

**Start Date:** Jan 97  
**End Date:** Current  
**Position/Title:** Senior Analyst

**Responsibilities/Achievements:**

- Senior analyst on team charged with preparing the five year plan the board of directors. Responsibilities included market share analysis and forecasting, demographic tracking, category segmentation and distribution channel analysis culminating in the five year strategy.
- Led team assembled to study the integrated distribution process ; determine the optimal order capture, processing, fulfilment and delivery method. Resulted in 25% process efficiency improvement month following implementation.

## Warlock Global

**Start Date:** Jul 1994

**End Date:** Dec 1996

**Position/Title:** Finance Manager

**Responsibilities/Achievements:**

- Restructured and implemented the financial reporting process and communications between global subsidiaries and US headquarters. Resulted in a 35% improvement in cycle time saving over \$5M annually.
- Created and delivered a comprehensive training program to support the rollout of the new processes and maximise acceptance of the changes.
- Developed profit and loss model for use in analysing profitability of high volume retail accounts.

## Daniel Trump Accounting

**Start Date:** Mar 1987

**End Date:** May 1992

**Position/Title:** Senior Tax Consultant

**Responsibilities/Achievements:**

- Researched, devised and proposed innovative tax strategies for clients involved in reorganisations, bankruptcy, mergers and acquisitions.
- Prepared and reviewed federal and state income tax returns for all entity types

## Skill Summary

**Non Technical Skills:** Team building; negotiation; change management and strong analytical skills.

**Computer Skills:** Word 97; Advanced  
Excel 97; Advanced  
Access 97; Beginner

## Professional Memberships

Institute of Chartered Accountants

## Interests

Golf, hiking, basketball, films and travel.

## Other Information

I have a young family and therefore prefer a Sydney based role with limited overseas travel