

Independent Business Consultant

ROBERT SMITH

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Objective

Managed call centers in the U.S., Geneva, Singapore, Shanghai and Tokyo for Covance that drove a 99.8% on time performance result managing 1/3 of the Clinical Trials performed in the world. Launched a Department of Defense Human Resource Contact Center that earned a Center of Excellence Award from Purdue University for best in the country.

Skills

Quickbooks, Excel, Payroll.

Work Experience

Independent Business Consultant

ABC Corporation - January 2010 - October 2013

- Conceived ideas, co-created, developed and managed projects for various small businesses across multiple industries.
- Implemented worldwide brand marketing strategy through promotion, business development and customer relations.
- Interfaced with new clients, trade shows, distribution and retailers throughout Europe, Asia, North and Latin America.
- Prepared, updated, and re-routed national and international shipping documents.
- Conceived, developed and managed concierge referral program generating 500+% referral increases within a 3-month period and solidifying relationships with 40+ hotels, limousine companies and other account executive concierges in the DFW Metroplex.
- Billed, prepared proposals and supervised multilingual projects as a liaison between clients and International staff of 9 linguistic managers, 45+ writers and 13+ editors for high volume translation projects for linguistics firm.
- Implemented complete accounting system for new independent organic grocery store, integrating software with seamless communication between POS and QuickBooks, carry-out A/P and manage vendor relationships.

Independent Business Consultant

Delta Corporation - 2006 - 2010

- Projects include, but not limited to Compensation Review and Recommendation, Due Diligence for Business Acquisition, Accounting Lead on MRP Software .
- Collaborated with major technology company to prepare high potential candidates for MBA, overseas assignments, and working with international .
- Engaged by small business owners and start-up companies in hospitality and consumer products.
- Recommended operational models, promotion, growth and distribution strategies.
- Delivered product development, language translation and acted as regulatory liaison.
- Provide operations, hospitality, and food service guidance and strategic plans to area businesses.

- Successfully establish and maintain business relationships with industry peers and organizations.

Education

Bachelor's- (University of Texas at Arlington - Arlington, TX)