

## Sr. Regional Business Manager

# ROBERT SMITH

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## Objective

Operations, management, and sales specialist with the site and regional leadership excellence in optimizing overall functionality, performance, and profits. Analytical and data-driven professional successful in creating viable solutions for service, growth, retention, and client satisfaction.

## Skills

Office Management, Distribution, Service, Facilities Management, Customer Relations.

## Work Experience

### Sr. Regional Business Manager

**ABC Corporation** - 2012 - 2014

- Execute inventory operations, logistics, parts ordering, scheduling, shipping, pick-up, and receiving to the main depot and regional depots.
- Support financial services, expense reporting, and invoice approval.
- Coordinated and conducted the first-ever baby district cluster pieces of training
- Responsible for helping build an initial sales team for the launch of a new company and product.
- Facilitated conversations with industry-related organizations to develop official partnerships.
- Assisted director of events, marketing, and sales operations in managing exhibits at local and regional.
- Developed and implemented a company-wide financial statement analysis reporting tool that analysis and budget process.

### Sr. Regional Business Manager

**ABC Corporation** - 2008 - 2012

- Local controller for Blossom Music Center, Jacobs Pavilion and Phantasy Theatre.
- Responsible for the following; budgeting and forecasting, show profitability statement, corporate sales tracking, city sales and income taxes and yearly settlement with the Cleveland Orchestra and also managed payroll for 700 - 800 employees.
- Reviewed artist, vendor and partner contracts to ensure accurate settlement and reporting.
- Developed and implemented a company-wide financial statement analysis reporting tool that provided a standardized method for quarterly analysis and budget process.
- Implemented cost savings measure saving over \$50K per year in the G&A budget.
- Senior Auditor KeyCorp Management Company Cleveland, Ohio Performed evaluations of the internal controls and procedures for the Trust and Asset Management Group to develop audit tests and determine audit-sampling methods.
- Investment Accountant II PNC Financial Processing Center Wilmington, Delaware Prepared monthly financial statements and regulatory information for international mutual funds..

## Education

