

Executive Resume Development


Sample Resumes

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Executive Engineer – George Pepper

Strong Personal Branding Example – Traditional Format

GEORGE A. PEPPER

Location

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BIOTECHNOLOGY ENGINEERING EXECUTIVE

Transforming Science into Commercial Reality

Creative engineering executive expert in commercialization and technology evaluation. Executes with mantra of “commercialize or perish.” Passionate about harnessing the power of biotechnology to improve environmental sustainability. International experience across Europe, Asia, North and South America.

Expertise in fields including: biotechnology, cellulosic biofuels, industrial enzymes, and chemicals. Broad industrial scale-up experience – design and practice. Recognized for strategic and forward-looking approach.

Engineering & Operations Leadership | Technology Evaluation | Commercial Scale-Up | Licensing | Biotechnology

PROFESSIONAL EXPERIENCE

NAME OF COMPANY, INC., Location
Global \$200M company.

20XX – 20XX

Vice President, Engineering & Operations

Led engineering evaluations, designs and construction for member-owned assets and prepared engineering packages for licensing opportunities. Staffed and operated scale-up assets.

- Spearheaded fast-track effort that fully integrated demonstration-scale cellulosic ethanol facility. Completed within 2% of original estimate and performed in top 10% of execution.
- Executed cost-effective commercial design project within 14 weeks; established platform used for next 3 years.
- Commissioned plant through and earned respect of seasoned JV owners. Oversaw hiring (>20) and initial operational control of demonstration plant.
- Developed initial experimental plan for demonstration facility. Worked in conjunction with R&D leads and plant management creating experimental plans with clear metrics and measures.
- Led evaluation of innovative technologies which opened potential revenue stream of \$10M in year 2.

NAME OF COMPANY, INC., Location

20XX – 20XX

Biorefinery Director

20XX-20XX

Led engineering and operations function creating new cellulosic ethanol business and guided worldwide R&D, application science, legal, finance and sales team.

- Negotiated and created strategic roadmap for \$140M XYZ Joint Venture (Leadership Team).
- Evaluated extensively 3 alternative international strategic relationships.
- Prepared timelines, business models, capital estimates, PFDs, and overall material balances that showcased corporate enzymes with customers’ technologies.
- Spearheaded successful Global Supply launch for world’s first commercial cellulosic enzyme (Name products) and established interface between potential customers and applications lab.
- Initiated capital investment in corporate Global Supply infrastructure enabling supply of products.

NAME OF COMPANY, INC. – Continued

Market Development Director

1994 – 1999

Strategic Business Development group focused on building market share in countries across business units.

- Created and implemented supply and manufacturing options in Russia, China and India resulting in \$200M in 1st year.
- Functioned seamlessly in global virtual team environment increasing efficiencies by 20%.
- Led business unit strategy along with senior R&D and Business individuals. Increased market share by 15%.

Prior experience includes:

General Manager

19XX – 19XX

Engineering Technology Director

19XX – 19XX

Engineering & Maintenance Manager

19XX – 19XX

EDUCATION

MS, Electrical Engineering, Name of University, Anyplace, Anywhere

BS, Chemical Engineering, Name of University, Anyplace, Anywhere (*Summa cum Laude*)

CIVIC & PROFESSIONAL INVOLVEMENT

Priority One – serving as board member for an eastern Iowa economic business development group

PLACE Biotechnology Association – currently serving as board member

NAME OF NON-PROFIT – past board member for non-profit treatment center for abused children

Bioscience Alliance of PLACE – board member

Professional Engineer – PLACE (inactive)

Financial Executive | Controller | CFO

Categorized Accomplishment

NAME

Location

first.lastname@email.com

111.222.3333

www.linkedin.com/in/firstlastname

FINANCIAL EXECUTIVE | CONTROLLER

Enhances bottom-line profits by improving processes, managing assets, increasing cash flow, as valued member of leadership team. Expertly leverages analysis, insights and team approach driving organizational improvements and implementing best practices.

Capitalizes on interpersonal skills to solve complex (financial, operational, human resource) issues. Develops high-performing teams; identifies and leverages individual strengths and leads by example because *Character Matters*. Proven areas of expertise include:

Strategic Planning | Organizational Leadership | Process Design | Productivity Improvement
Budgeting | Cost Management | Systems & Technology Utilization | Profitability & Cost Analysis

PROFESSIONAL EXPERIENCE

COMPANY INC., Location

20XX – 20XX

Chief Financial Officer

Established general accounting functions and financial reporting of new unit, driving operational and profitability improvements. Ensured integrity and compliance of accounting systems and financial statements. Oversaw integration of Finance function into daily operations.

Improving Processes

- Led strategy sessions for Financial Excellence committee maximizing net profit potential through development of new billing and financial reporting systems. Hand-selected for role.
- Developed business performance reporting tool allowing unit-wide senior leaders to easily evaluate monthly results against key profitability indicators; collaborated across Senior Leadership Team.
- Championed formal planning process targeting key due dates for operational reports. Led leadership team's buy-in of plan driving intrinsic accountability.

Managing Assets

- Led organization-wide initiative building high performance culture and landed company on "100 Best Companies" list (*Working Mother* magazine) recognizing "Best in Class" flexible working options.
- Designed Incentive Compensation program by partnering with HR resulting in pay-for-performance process highly-valued as primary motivational and retention tool.

Increasing Cash Flow

- Reduced telecommunication costs 50% by overseeing rollout of new technologies; worked closely with corporate and local IT ensuring smooth implementation.
- Saved \$100K annually in interest by improving billing and collection processes resulting in 10% reduction of operating capital requirements.

COMPANY INC., Location

19XX – 20XX

Controller

Reporting to managing partner at 8-partner law firm; recruited to upgrade accounting systems and processes. Managed general accounting, tax reporting, payroll, billing and computer systems.

Improving Processes

- Masterminded cash-model for shareholders that determined cash position in relation to total corporation.

Managing Assets

- Automated reporting process with Microsoft Access and Excel; maximized staff productivity.

Increasing Cash Flow

- Selected to lead transition to electronic record storage replacing paper based files, thereby enabling rapid retrieval of critical client data.

COMPANY INC., Location

19XX

Controller

Recruited by President to revamp accounting processes and systems, partnering to identify actions required to improve cash flow situation. Met regularly with bank representatives updating cash flow status and borrowing needs.

Improving Processes

- Instituted new accounting procedures and controls that brought accounting system, particularly accounts payable (A/P), back under control.

Managing Assets

- Audited and “cleaned-up” A/P; data was previously unreliable and not balanced with ledger or vendors.
- Partnered with vendors, arranging payments and keeping materials flowing.

Increasing Cash Flow

- Developed reports that maintained control of cash and borrowing base.

FOUNDATIONAL EXPERIENCE

Held Controller and Director level roles with such distinguished organizations as Company Name, Company Name, and Company Name. Notable accomplishments include:

Improving Processes

- Recruited by CEO to relocate accounting offices from Chicago to Dallas. Relocated office over 6-month period without interruption to manufacturing operations. Reduced month end close from 15 days to 6.

Managing Assets

- Partnered with Sales & Manufacturing to select and implement MRP software and hardware solution 5 months prior to mandated cut-over.
- Recruited by President to develop custom order entry and manufacturing reporting capability in UNIX.

EDUCATION

BS in Commerce / Accounting, University, Location

Licensed CPA – Name of State

Global Supply Chain #1

Areas of Expertise Strung Together

NAME

Location

first.lastname@email.com

111.222.3333

www.linkedin.com/in/firstlastname

GLOBAL SUPPLY CHAIN MANAGEMENT EXECUTIVE

Passion for Transforming Supply Chains that Enable Growth & Expansion

Visionary senior leader with consistent success delivering exceptional operational results through strategic target setting and focus on execution. Builds and empowers high-performance teams and creates strong collaboration with global stakeholders at all levels.

Thinks cross-functionally applying expertise gained from large to small-sized companies in wholesale, retail and e-commerce environments. Excitedly takes on new challenges and drives continuous improvement to organizations. Bilingual (English / German). Expertise includes:

Strategic & Financial Planning | Change Management | Demand Planning & Procurement | SAP Implementations

Process Re-Engineering | Supply Planning & Vendor Management | Warehousing & Distribution

EXPERIENCE

COMPANY NAME, Location, 20XX – 20XX

SENIOR VICE PRESIDENT, IT, North America

20XX – 20XX

Led IT organization supporting USA and Canada and acted as main IT contact for 3 North American Senior Leadership groups. Led staff of 55 across 4 locations and managed \$30M budget supporting \$2B+ business.

- Masterminded IT strategy for North America providing direction by defining Vision & Mission, implementation roadmap, and future organizational set-up supporting local market needs and alignment with global IT strategy.
- Reduced IT costs 4.1% versus budget while moving from regional solutions to global standard templates.
- Created single leadership for IT in North America and turned around IT team with recognized team performances and increased employee engagement from low of 56 % to 73% within 1-year; Global IT average: 69%.
- Introduced new tools for capacity planning, backlog overview, KPI monitoring providing transparency of IT measurables and accomplishments to key stakeholders.

VICE PRESIDENT SUPPLY CHAIN MANAGEMENT, Region EMEA, Anyplace, Anywhere

20XX – 20XX

Led EMEA supply chain organization including 7 Area Operations Directors and 6 regional managers with €200M+ budget supporting well over €4B turnover shipping more than 230M units with 2K+ employees.

- Created Supply Chain strategy for EMEA providing vision and direction towards goal of proactively embracing new customer and channel requirements as well as developing and growing regional platform.
- Developed warehouse and distribution strategy which led to decision to combine Western European warehouses into 1 distribution center.
- Transformed supply chain to manage Wholesale retail space. Met KPI's for continuous replenishment to wholesale customers (Never-out-of-stock model) within 6-months as well as for monthly drops of full collections (Flash-collections model) already 100% on 1st drops.

COMPANY NAME – Continued

- Grew and enhanced regional business models providing platform for increased product availability, regional working capital control and special programs responding to new business model needs.
- Reduced supply chain costs across EMEA by building consistent KPI system; applied KPIs for benchmarking and performance management, in 1 case renegotiating warehouse contract savings of more than 20%.
- Reduced regional inventories by 16%+ versus prior year without negative impact on product range or availability.

HEAD OF LOGISTICS PROCESSES, Region EMEA, Anyplace, Anywhere

20XX – 20XX

Drove holistic and transparent process landscape within Region EMEA supporting organizational business goals. Created solutions with most efficient use of current operational set-up that facilitated high-levels of adaptability towards new commercial, channel and consumer requirements allowing easy use, extension or change of existing operational set-up.

- Implemented Nordic Central Joint Venture merging 2 markets into 1 operations backbone resulting in 45% inventory reduction, improved stock turn by factor 2, and operational expenses savings of 20 %.
- Created European supply chain landscape by reducing local processes and replacing with single standardized European process enabling regional and global integration.

COMPANY, Location, 19XX – 20XX**LOGISTICS MANAGER, Europe, Location**

19XX – 20XX

PROJECT MANAGER, European Logistics, Location

19XX – 19XX

PROGRAM & PROJECT MANAGER ROLES, Logistics & SAP Implementations, Location

19XX – 19XX

Eastern Export & PURCHASING & PLANNING, Location

19XX – 19XX

EDUCATION

Diploma, Business Administration, European-Universität, Location

Executive Development Program, Global Brand

Network Management for Logistics Processes, University, Location

Global Supply Chain #2

Connects Areas of Expertise to Accomplishments

NAME		
Location		
name@gmail.com	500.333.4444	www.linkedin.com/in/name

GLOBAL SUPPLY CHAIN MANAGEMENT EXECUTIVE

Passion for Transforming Supply Chains to Enable Growth & Expansion

Senior leader with consistent success delivering exceptional operational results through strategic target setting and focus on execution. Builds and empowers high-performance teams and creates strong collaboration with global stakeholders at all levels. Thinks cross-functionally applying expertise gained from large to small-sized companies in wholesale, retail and e-Commerce environments. Excitedly takes on new challenges and drives continuous improvement to organizations. Bi-lingual (English/German).

Expertise includes:

<ul style="list-style-type: none">▪ Strategic & Financial Planning▪ Demand Planning & Procurement▪ Supply Planning & Vendor Management▪ Warehousing & Distribution▪ Decreasing Costs & Increasing Efficiency	<ul style="list-style-type: none">▪ Change Management▪ Process Re-Engineering▪ Performance Management▪ SAP Implementations▪ Staff Recruitment & Development
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EXPERIENCE

<u>COMPANY</u> , Location, 20XX – 20XX	
SENIOR VICE PRESIDENT, IT, North America	20XX – 20XX
Led IT organization supporting USA and Canada and acted as main IT contact for 3 North American Senior Leadership groups. Led staff of 55 in 4 different locations and responsible for budget of \$30M supporting business of over \$2B.	
<ul style="list-style-type: none">▪ Strategic Planning: Created and implemented IT strategy for North America providing direction by defining Vision & Mission, implementation roadmap, and future organizational set-up supporting local market needs and alignment with global IT strategy.▪ Change Management: Introduced organizational changes which led to improved service to 3 businesses and aligned organization with global IT structure.▪ Employee Engagement: Created single leadership for IT in North America and increased employee engagement from 56% to 73%, from 2009 to 2010 (global average 69%).▪ Process Re-Engineering: Introduced new tools for capacity planning, backlog overview, KPI monitoring providing transparency of IT measurables and accomplishments to key stakeholders.▪ Performance Management: Created and improved IT processes including steering boards and change request approval processes; led to clearer accountability, improved transparency, and improved performance.▪ Reduced IT costs 4.1% vs. budget while moving from regional solutions to global standard templates.	
VICE PRESIDENT SUPPLY CHAIN MANAGEMENT, Region EMEA, Anyplace, Anywhere	20XX – 20XX
Led EMEA supply chain organization including 7 Area Operations Directors and 6 regional managers with total of over €200M budget supporting well over €4B turnover shipping more than 230M units with 2,000+ employees.	
<ul style="list-style-type: none">▪ Created Supply Chain strategy for EMEA providing vision and direction towards goal of proactively embracing new customer and channel requirements while developing and growing regional platform.	

COMPANY, INC. – Continued

- Developed warehouse and distribution strategy leading to decision of combining Western European warehouses into single distribution center.
- Improved supply chain for Own Retail increasing product availability +11%, on-time-in-full deliveries for initial allocation +29%, and on-time-in-full for replenishment +10% in 2009 vs. 2008.
- Grew and enhanced regional business models providing platform for increased product availability, regional working capital control and special programs responding to new business model needs.
- Reduced supply chain costs across EMEA by building consistent KPI system and using for benchmarking and performance management, in one case renegotiating warehouse contract saving of over 20%.
- Reduced regional inventories in 2009 by over 16% vs. 2008 without negative impact on product range or availability.

HEAD OF LOGISTICS PROCESSES, Region EMEA, Anyplace, Anywhere

20XX – 20XX

Drove holistic and transparent process landscape within Region EMEA supporting business goals. Created solutions with most efficient and effective use of current operational set-up.

- Implemented Nordic Central Joint Venture merging 2 markets into 1 operations backbone resulting in 45% inventory reduction, improved stock turn by factor 2, and operational expenses savings of 20%.
- Created European supply chain landscape by reducing local processes and replacing with single standardized European process enabling regional and global integration.

COMPANY, INC., Location, 1994 – 2004**LOGISTICS MANAGER, Europe, Anyplace, Anywhere**

19XX – 20XX

PROJECT MANAGER, European Logistics, Anyplace, Anywhere

19XX – 19XX

PROGRAM & PROJECT MANAGER ROLES, Logistics & SAP Implementations, Anyplace, Anywhere

19XX – 19XX

Other roles in Eastern Export and Purchasing & Planning, Anyplace, Anywhere

19XX – 19XX

EDUCATION

Diploma, Business Administration, University, 1993

Executive Development Program, 2007

Network Management for Logistics Processes, University, Anyplace, Anywhere, 2004

Business Development Executive

Connects Areas of Expertise to Accomplishments

NAME

Location

firstname.lastname@email.com

123.456.7890

www.linkedin.com/in/firstlastname

BUSINESS DEVELOPMENT EXECUTIVE

Software Development | Data Storage | Product Innovation

High-tech business professional with expertise in technology industry. Turns complex business initiatives into winning, executable strategies. Proven data collection and analysis skills with focus on improving customer's experience. Solution-oriented leader adept at working across business units and functions to achieve revenue targets.

- **Product Management:** Led introduction of cloud-based platform while maintaining core document-management product; turned liability into long-term profitable product.
- **Business Development:** Introduced new tax-preparation technology driving demand and adding value to core product and brand.
- **Customer Relationship Leader:** Achieved significant revenue and client accomplishments in roles including: Sales, Operations, Business Development & Contract Management.
- **Strong Technical Knowledge:** Cloud & hard-drive storage technology, Agile development methodology, software download and update technology, channel sales and distribution.

PROFESSIONAL EXPERIENCE

COMPANY NAME, Location

20XX – Present

Maker and marketer of tax preparation and document management software for tax-preparers.

Product Manager & Business Development

20XX – Present

Product-managed paperless-office software product. Software programmed using Agile and Scrum methodology in Visual Basic, .NET with Silverlight employed in UI and SQL for database engine.

- Led teams of software developers, marketing / communications, technical support, accounting, and user groups to manage and improve product and associated "cloud" storage offerings.
- Set initial go-to-market strategy complete with financial projections and new products / services with key partners leading to improved long-term pricing.
- Defined corporate positioning against competition in terms of offerings, features, and pricing with aim to take market share.
- Provided business case analysis to assess feasibility for product improvements and new offerings reducing merchant service fees of 10% and discontinuance of unprofitable partnership with accounting software provider.
- Discovered and implemented ways to improve brand appeal adding an offering of audit protection services.
- Negotiated contracts with key partners including iTax, Bull Tax, MRS Tax, Swift Financial, and TRX.

Key Account Manager

20XX – 20XX

Managed group of software resellers focused on "Speed of Refund" market.

- Established escalation procedures, expectations for resolution of client issues, and unique methods of collecting feedback and suggestions for improvements to software.

COMPANY NAME, Location

20XX – 20XX

*World's largest manufacturer of data storage and management hardware and software.***National Account Manager**

20XX – 20XX

Managed sales and marketing activities for national accounts (which included Overstock.com, NewEgg.com and Meijer) and over 1,000 regional Value-Added Resellers (VARs) generating nearly \$4M in revenue while exceeding quotas.

- Grew national account sales to \$2.6M (28% growth) in 2008 by developing eTail and Retail accounts.
- Launched indirect business model in retail "big-box" environment with new client. Worked in collaboration with outside team on market strategy resulting in sales of \$200+K in Q4.
- Focused efforts and incentives on Network Attached Storage (NAS) business increasing sales by 250%.
- Met regularly with customers to discuss growth strategies, market changes and build professional relationships and (when needed) provided bids and special pricing authorizations that met competitive offers.
- Reported ongoing market reaction to pricing strategies, marketing campaigns and product features by tracking stock availability and end-user pricing by SKU (model) on weekly basis.

Forecast & Reporting Manager

20XX

Directed sell-thru and inventory data collection and analysis from over 20 direct clients. Generated detailed reports of weekly, monthly and quarterly results of sales activities for Americas region.

Operations Manager

20XX – 20XX

Conducted sales-operational activities for business with Latin American (LA), Canadian and US Distribution clients including orders, shipments, product allocation, reporting, forecasting for LA region, web-site maintenance and international logistics.

- Improved internal processes reducing transit times from US warehouse to Mexico City from 6 weeks to 3 weeks, doubling inventory turns.
- Championed development to gather sell-thru and inventory data from all Latin American clients, resulting in quicker reaction to stock-out scenarios, avoidance of over-selling to client and smarter and more focused sales growth in region.

COMPANY NAME, Location

19XX – 20XX

*Marketer of tools used by professional painters and provider of painting services to residential customers.***Owner**

Directed sales, submittals of proposals and cost estimates, production (crews of up to 20 employees), profit and loss (P&L) management, tax and insurance, accounts payable, accounts receivable and administrative activities.

- Grew market share 212% in 2nd year after establishing business practices in 1st year.
- Expanded distribution territory to 4 states in 1st year.

EDUCATION**MBA**, University Name, Location**BA**, Economics, University Name, Location**PROFESSIONAL DEVELOPMENT**

Six Sigma Enterprise Black Belt Certified & Master Black Belt Trained

Marketing Executive

Selected Accomplishments in the Summary

NAME, MBA

Location

name@gmail.com

500.333.4444

www.linkedin.com/in/name

MARKETING EXECUTIVE

Transforms Business with Technology | Product | Brand Management

Insights-based marketing leader with rich understanding of product and brand management applying innovative targeted marketing to grow sales. Passion for “moving the needle,” bringing consumer insights into decision-making, and growing teams with collaboration, skills and confidence. Leads with deep knowledge and experience in:

- **Product Development:** Championed global product management, brought 2500+ branded and private label products to market, and managed product lifecycle and innovation pipeline for \$1.5B sales.
- **Director Merchandising:** Led category assortment, line positioning and supplier negotiations.
- **Marketing Management:** Directed department supporting \$500+M online, retail, wholesale, and direct sales channels, priced and promoted products for B2B and B2C, and built consumer loyalty for brands.
- **Business Transformation Leveraging Technology:** Led business and cultural transformation in new products and services, software development, digital content, online selling and social media marketing.

EXPERIENCE

COMPANY NAME, Location
\$5B Wholesaler of Office Products, Fortune 500

20XX – 20XX

Director, Marketing - Research, Analytics & Sustainability

20XX – 20XX

Led market intelligence, consumer research and analytics for marketing and business strategy. Brought consumer and market data from social media through business financials into marketing materials and campaigns, products, and corporate initiatives such as value proposition development, corporate rebranding and sales transformation. Spokesperson in industry for consumer insights, and CSR / sustainability.

- Achieved sales improvement and savings of \$1M across 5 years by tracking 100+ marketing programs, compared to performance benchmarks and impacted product and marketing strategies.
- Developed tool for independent resellers determining market share and share-of-wallet that focused selling on opportunities. Supported by powerful marketing, independent reseller share gained \$3B in 2 years.
- Developed new collaborative process for development and expansion of wholesale services, and launched revenue stream of fee-based marketing research, analytics and educational services.
- Led sustainability initiatives for corporation, including marketing, product, operations and culture. Increased green sales 7% and improved margin, reduced fleet idling and energy use 90%, and implemented solar and LEEDs.

Director, Merchandising

20XX – 20XX

Director, Product Category Management

20XX – 20XX

Led category and product management team for branded and private label product assortments for \$1.5B sales, reporting to Senior VP, Merchandising. Defined category strategies, negotiated supplier agreements, developed products with sourcing team, and priced and promoted products.

- Achieved significant sales growth of 38% by applying marketing perspective to merchandising and working collaboratively with suppliers to promote products and to fill product line gaps.

COMPANY NAME, Location

20XX – 20XX

*Market leader in binding and lamination***Director of Marketing, Office Products Group**

20XX – 20XX

Developed marketing department reporting into President supporting \$500M online, retail, wholesale, and direct sales channels with products and marketing materials. Directed global product management of retail and commercial products for both B2B and B2C, and built consumer loyalty for product and corporate brands.

- Developed category management business approach based on POS analysis which strengthened customer relationships, and implemented formal product ideation and SKU rationalization processes.
- Enabled 30% inventory reduction and increased customer satisfaction due to few out-of-stocks by organizing and directing demand-forecasting team across manufacturing, marketing, and sales.
- Selected by management to conduct seminars which helped cross-divisional employees see ways to work together more effectively through “building bridges” approach.

Senior Product Manager, Lamination

20XX – 20XX

Progressive and rapid advancement into leadership. Directed marketing, product development, engineering, purchasing and service as entrepreneurial business.

- Turned small, flat business into profitable (GP 70%), growing (30-55% YOY), \$35M center of excellence across domestic and international distribution channels by launching proprietary products that expanded applications.

COMPANY NAME, Location

19XX – 19XX

*Privately held international publishing company with offices in 41 countries***Product Manager**

Managed editorial, marketing and sales for business directories, and expanded sales revenue and products through innovative data syndication. Product and positioning improvements supported 30-40% price increases with 90%+ renewal rates. Recognized personally for revolutionary vision for new revenue stream in digital content applications that made print directory data available through data enrichment services.

COMPANY NAME, Location

19XX – 19XX

*Nonprofit, nongovernmental public service organization with 55K+ member companies***Product Manager**

Managed software product and services development and associated marketing, which were new profitable revenue streams. Technical Editor of Journal of Safety Research, Contributing Editor to Health News and Staff representative on Board standing committee.

EDUCATION**MS**, Business Management, University, Location**BA**, Psychology, Business Statistics / Analytics, University, Location**VOLUNTEER SERVICE**

Chairman of Committee, and Co-Chair of United Council

Chairman of Advisory Board, 20XX – 20XX, Organization, Location

Global Leadership – CEO

Highlights Consulting Board Experience

NAME

International Location

+00 (1234) 567-8910

firstname.lastname@email.com

Permanent Location

+1 (123) 456-7891

firstname.lastname@email.com

GLOBAL LEADERSHIP – DRIVING SUCCESS IN CHINA MARKET

Expedites Entry | Strategic Vision | World Class Operations | Profitable Growth

International executive who spearheads development of integrated China strategies and maximizes growth and profits. Delivers operational support for China facilities and global business units for leading companies in aerospace and wireless telecom sectors. Fluent in English and Mandarin Chinese.

CAREER EXPERTISE

- **President, American Chamber of Commerce, China.** Respected within China and US government and industry organizations. Frequent speaker with expertise in China business, leadership and operational excellence.
- **Drives Manufacturing & Operational Strategies across Complex China & Global Markets.** Leads companies and functional startups across manufacturing, R&D, Lean Six Sigma, and linking Supply Chain strategy with aftermarket infrastructure. Multinational partnerships with Fortune 100 companies.
- **Risk Management & Compliance** - Develops culture of integrity supporting internal controls, FCPA, export controls.
- **Board Member & Consultant** - Delivers strategies for operational excellence, profitable growth, and strong positioning within competitive global markets.

CONSULTING & BOARD LEADERSHIP

COMPANY NAME, Location

20XX – Present

Advises multinational and Chinese companies in growth strategies, global business initiatives, mergers and acquisitions, operational excellence, and leadership team development.

COMPANY NAME, Location

20XX – Present

Global property management services company with 8 branches

Independent Director

Monitors and reviews strategies for sales and profit growth. Advises on talent management and development.

CORPORATE LEADERSHIP

COMPANY NAME, Location

20XX – 20XX

Fortune 100 company providing high-technology products to building systems industries.

President, China Programs

Directed executive interface within China and supported business development across all business units during acquisition and integration of China operations.

- Led planning of overall China organizational structure and consolidation including business development, operations, and supply chain.

COMPANY NAME, Location

20XX – 20XX

*Fortune 500 company and leading global supplier of systems and services to aerospace industry.***President, China Business**

Reported to 3 segment presidents, responsible for business and enterprise strategy for China. Provided operational support for existing China facilities and development and implementation of China strategy.

- Directed OEM business development activity coordinating linkage of overall supply chain strategies, manufacturing and aftermarket infrastructure to broader regional and enterprise goals.
- Created unified approach to key customers incorporating global business units and corporate functions.
- Setup and staffed business development and government relations functions providing executive interface within China at vital government and industry organizations.
- Led lean manufacturing training and forums with China suppliers increasing quality, on time delivery, and capacity.

AMERICAN CHAMBER OF COMMERCE, Location

20XX – 20XX

*American Chamber of Commerce in China (AmCham China) is largest foreign business associations in China with 2,700 members from 1,200 companies. AmCham works on behalf of members with senior leaders in US and Chinese governments, international organizations, and other associations.***President**

Directed relations with senior business executives and served as public voice of AmCham. Worked with Board to develop long term strategy and implementation plan. Led 45 person team.

- Increased total membership 25% to 2,716; ran record surpluses in 2007 and 2008.
- Built professional staff team that supported greatly enhanced level of activities and services to members.
- Setup strategic partnership agreements with 10 provinces across China providing opportunities for member companies to expand business development.

COMPANY NAME, Location

19XX – 20XX

*Multi-business unit with sales of US\$300M. Operated 24/7 with over 3,000 employees serving global markets.***Managing Director**

Reported to Group President for largest global business. Collaborated with 6 different business units headquartered in both US and Europe.

- Led development from startup to largest manufacturing facility. Exceeded \$150M in sales within 36 months.
- Recognized as best manufacturing facility globally for delivery performance and quality measures; reduced lead time from 45 days to less than 5 days.
- Implemented ISO 9000, ISO 14000 and OSHA 18000 systems; auditor BSI rated as among 10 best in China.
- Provided China leadership for M&A strategy / negotiations / integration for 3 completed transactions.

EDUCATION**PhD, Chemistry**, University, Location**MS, Chemistry**, University, Location**BS, Chemistry**, Institute of Technology, Location

INTERNATIONAL EXPERIENCE

- Fluent in English and Mandarin Chinese. Some proficiency in Cantonese.
- Lived and worked in USA, China, and Hong Kong.
- Business travel to Asia (India, Japan, Malaysia, Philippines, Singapore, Taiwan, Thailand), Europe (France, Germany, Luxemburg, Norway, Switzerland, Sweden, United Kingdom), Australia, New Zealand, Canada, Mexico.
- Frequently interviewed by Chinese media including print, radio and television at local and national level.

ASSOCIATION AND BOARD SERVICE

Associations

- National Committee on Relations; member since 2009
- Chamber of Commerce, 20XX – Present
- Management Association

Board of Directors

- University, Location, 20XX – Present
- Corporation legal entities (4 WFOEs), 19XX – 20XX
- Association of Enterprises with Foreign Investment, Director, 20XX – 20XX
- Chamber of Commerce (Board of Governors 20XX; Vice Chairman for 20XX). Served on Audit Committee, 20XX

Advisory Boards

- University, Location; Board of Fellows, 20XX – Present
- International Advisory Council, Vice Chairman, 20XX – Present
- Mayor Advisory Board, 20XX – 20XX
- Industrial Park Advisory Board, 20XX – 20XX