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Gino Tesei

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Dear <Courtesy> <Last Name>:

I recognize that the companies you invest in usually handle their own hiring needs. That’s why I’m not writing you for a job. Instead, I’m writing to quickly introduce myself as a bottom-line and ROI-conscious IT Project manager, and to ask if you might be able to offer a referral or an introduction, perhaps to some of the decision-makers within your portfolio companies. Even if you don’t know of an open position, I am simply seeking to expand my network. Any advice or referrals will be deeply appreciated.

I worked for a private equity firm as head of organization and IT and in the last 4 years I helped an entrepreneur in developing his fashion luxury goods company as head of information systems, process management and controlling aligning IT capabilities with strategic business needs. Also, I have a master of business administration and a master of science in engineering of computing systems coupled with more than 7 hands-on technical certifications and credentials. Also, I have 15 years’ experience in IT leadership in corporate, retail, luxury, large scale web portals, banking and private equity settings.

Especially in my last position have been particularly valued for my problem-solving and change leadership capabilities, and my contributions from both strategic and tactical standpoints.

For example, I have totally reorganized and optimized organizational and IT processes. Net sales grew up from 26.9 (millions of Euro) to 47.1 (+75%). Two key drivers of such a growth was the operative process reorganization and the improvement of customer touch points. When I was hired the company had a good customer portfolio with the very best global brands in fashion but it had major organizational problems in scaling business volumes due to inefficient organizational processes and fragmented information systems. So, a new SAP based enterprise information system project started in order to integrate all previous information systems defining a new controlling architecture and cost centers' structure. I was the project manager, I conducted and controlled procurements. During execution (3 years), I was responsible for obtaining and managing resources, monitoring project costs, managing CRs, communicating project status. In the closing, I closed procurements and managed final acceptance and knowledge transfer to organizational functions. Thanks to the new system I could define and measure KGIs/KPIs for financial performance / customer profitability / organizational process performance. Another key driver of such a growth was the improvement of customer touch points realizing, for top fashion brands with a network of proprietary or franchised supply chains and retail stores, an e-procurement platform enabling brands’ retail stores to order materials directly speeding up dramatically the delivery process. I managed also this project.

I’ve enclosed my résumé. If you feel it is appropriate to pass it along, please don’t hesitate to do so.

Thanks, and please feel free to contact me if you have any questions.

Sincerely,

Gino Tesei