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# Paul Jones

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Post Code

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## BRANCH MANAGEMENT

♦ Business Development - Salesmanship - Operational Management ♦

Proven track record of achievement with an excellent commercial approach to solving problems, optimizing and training teams, whilst pro-actively developing new business strategies and ideas and meeting agreed sales targets and KPIs. I am now looking to fully utilize management skills whilst continuing to make a significant contribution for a major player in the North East within a new challenging, but similar role that offers an opportunity for career progression.

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## AREAS OF EXPERTISE

- Project management
- Maximizing profits
- Reducing costs
- Business Development
- Key Account Management
- Tender Processes
- Staff Training
- Management Development
- Meeting KPIs / SLAs
- Business Planning
- Database project lead
- All aspects of Health & Safety
- Team Leader
- Supply Chain Management
- Transport Logistics
- Presentations
- Quality Assurance to ISO 9001
- Environment to ISO 14001

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## PROFESSIONAL EXPERIENCE AND SIGNIFICANT ACHIEVEMENTS

### BRANCH MANAGER

*1998 - Present*

Write Company A Here

Part of Bunzl plc, a global £2.9 billion FTSE 250 company, A are leaders in the provision of Personal Protection Equipment, Contractors Site Tools, Cleaning, Hygiene and Maintenance products. We offer a total 'One Stop Shop' for industrial supplies backed by a first rate service and technical expertise.

- Implemented a salary banding scheme that reduced staff turnover levels as part of the special project team.
  - Prepared and presented some very high profile topics at major conferences, working with suppliers, company image and presenting company findings.
  - Wrote detailed business plans every year.
  - Sourced and developed key accounts such as Kerry. MSD, Laing, Amey and Durham CC.
  - Increased shop turnover by £250,000.
  - Restructured admin department and improved housekeeping throughout the branch (99% H&S audit).
  - Achieved all KPIs and sales objectives and on target to achieve all 2006 objectives.
  - Helped develop Greenham into one of the UK's largest industrial suppliers by supporting business at every step of the supply chain,
  - Increased the branch profits year-on-year.
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## PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS (CONTINUED)

### Staff Training:

Responsible for staff coaching and assessments, ensuring staff are up-to-date and all new procedures are adhered to. Supported the delivery of management training / development solutions that met customer needs by working on specific projects for the design, development and implementation of effective people development.

- Project managed and evaluated training programmes within demanding timescales.
- Implemented reward and recognition schemes.
- Building the branch team - coached, led and maximized efficiencies and performance.

### INDUSTRIAL SALES MANAGER

1994 - 98

#### Write Company B Here

- Developed the industrial business for Stockton Branch.
- Developed one of the best external sales teams in the company.
- Sourced and developed an account called Malton Bacon that turned over more than £1 Million.
- Contributed to strategy formulation and forward planning as a member of the management team.
- Liaised with third party service providers and ensured correct solutions are delivered to budgets.
- Trained staff.
- Researched and reviewed existing budgets and presented a more cost effective plans for infrastructure and support expenditure.

### SALES REPRESENTATIVE

1992 - 94

#### Write Company C Here

- Covered Middlesbrough, Thornaby and Hartlepool.
- Salesman of the Year (1994).

## EARLY CAREER SUMMARY

Desk Sales Person	(1990-92)
Storeman	(1988-90)
Youth Training: (Warehouse / Tradeshop)	(1986-88)

## COURSES

*Various Internal courses:* Account management, people management, leading and training for success, priority / time management, relationship management, performance reviews, Health and Safety, CLAIT. leading and training for success, priority / time management,

## PERSONAL

*Interests and Pastimes:* Football, Keep fit.  
*Mobility:* Full clean driving licence.  
*Born:* 1973.  
*Status:* Living with partner, 2 children.  
*References available on request.*