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# Paul Jones

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## SENIOR MANAGEMENT - DIRECTORSHIP

◆ General - Financial - HR and Operational Management ◆

Many years quality experience in a variety of challenging Senior Finance, Operational, General Management and Consultancy roles within IT, Advertising and Offshore Engineering. Extensively travelled and well networked. Now looking to make a continued significant contribution within a General or Operational Management role that utilizes financial skills.

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## AREAS OF EXPERTISE

- Financial / strategic planning
- Financial management
- General management
- Operational management
- Team building / leadership
- I.T. implementations
- Advertising / marketing
- Cost control
- Purchasing
- Human Resources
- Payroll
- Project management

## PROFESSIONAL EXPERIENCE AND SIGNIFICANT ACHIEVEMENTS

### WRITE COMPANY A HERE

**1998 - Present**

A Components Ltd is an I.T. hardware company: The Company employs 240 staff in Europe. This part of the business is U.S. privately owned and started in 1996. Since conception, I have been instrumental as part of a small management team for the successful growth and infrastructure development achieving a turnover of over \$200 Million in 8 years.

### EUROPEAN DIRECTOR OF FINANCE (2001 - Present)

Reporting to the V.P. (Europe), communicating with the entire international senior management team on commercial, financial and operational issues with 6 direct reports / 34 indirect. Participated in the development of Group Financial and Strategic planning.

- Instrumental in building the European Finance Team, implementing the Pan-European ERP and the financing of a £20 Million Capex programme.
- As Director of UK Operations: Facilitated the financing and relocation to a purpose built 200,000 sq ft office and warehouse facility in the Spring of 2002.
- Oversaw the implementation of Oracle software in Europe.
- Purchased and planned materials in excess of \$100m until appointment of a new Director.

### DIRECTOR OF FINANCE (1999 - 01)

- Established financial controls, budgeting, purchasing and Human Resource systems, for newly created subsidiaries in 3 mainland European countries.
- Created a web based management and financial reporting system for Europe.
- Set-up European subsidiaries in France, Germany and Holland and a branch office in Spain.
- Recruited a middle management team that supports the rapid growth.

### ASSOCIATE DIRECTOR OF FINANCE (UK Finance Operations) (1997 - 99)

- Managed all aspects of the UK Finance operation that included the successful migration to a new ERP system and management of the Local Area Network.
- Recruited and supervised the Finance Team. Forecasted and budgeted for the UK operation.
- Managed the relationship with the third party warehouse facility on a day-to-day basis.
- Established all HR procedures and quality standards.

### FINANCE / OPERATIONAL CONSULTANT (1996 - 97)

- Brought in by US parent company on the recommendation of their Financial Advisors.
  - Established financial, accounting, operational procedures and systems for this new UK subsidiary.
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## PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS (CONTINUED)

### FINANCIAL AND OPERATIONAL CONSULTANT

1993 - 98

Self Employed: Dealt with clients ranging from small private/family businesses to U.K. holding companies of U.S. multinationals within varying interim management appointments including:-

- Group Finance Director for a group of marketing communications companies (3 years).
- Company Secretary for a U.S. Financial Services Company (4 years).
- Operational Consultant for U.K. subsidiary of US Pharmaceutical Company (1 year).
- Finance Consultant for U.K. privately owned building company (3 years).
- Voluntary Treasurer for Sales Promotion Consultants Association - U.K. trade body for all major sales promotion companies (2 years).

Specific Projects and Major Achievements included: -

- Facilitated due diligence, legal aspects and managed the relationship between the two principles during the merger of marketing communication companies.
- Established merchandising teams throughout U.K. that supported the launch of a new advertising medium.
- Established multiple accounting and financial control systems in both new and existing businesses.
- Various ad-hoc finance projects. Recommended by both Legal and Accountancy firms.

### GROUP FINANCE DIRECTOR (Board Appointment)

1989 - 93

Write Company B Here:

Responsible for all aspects of finance, administration, legal and company secretarial functions for this Group of Marketing Communications companies.

- Managed / negotiated the successful merger and integration of competitor.

### OPERATIONS DIRECTOR (Board Appointment)

1987 - 89

FPS Field Marketing Limited:

Responsible for all aspects of finance, administration, legal and company secretarial functions for this Group of Marketing Communications companies.

- Managed all aspects of Operations of this fast-growing field marketing and merchandising subsidiary of the Advertising Agency, Omnicom.
- Generated additional revenue for "add-on" service and significantly reduced administration headcount.
- Account Director responsibility for three major accounts (CCSB, Dupont and Mirror Group Newspapers).

### ADMINISTRATION AND FINANCE MANAGER

1983 - 87

Write Company C Here:

Responsible for all aspects of Finance, Administration and HR for the European subsidiary of a Canadian Subsea Engineering Company. Also handled preparation of bids and proposals.

- Established and handled all financial matters for the Joint Venture company in Norway.

*Early Career Summary within the oil industry - involved project management and cost control in Norway.*

Write Company D Here (1978 – 83)

**As Commercial Manager** for the Engineering Division I developed a new commercial pricing strategy that resulted in significant improvement in bid win success.

**As Assistant to the Project Director** spent 4 years working in the Bergen office.

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## PROFESSIONAL DEVELOPMENT

<b>MBA (current studies)</b>	University	2005 - 06
<b>Oracle</b>	Implementation programme training	2003 - 04
<b>HNC</b>	Business Studies	1975 - 78
<b>I.T.</b>	Highly skilled in a variety of software packages: Business Objects, MS Office, Dataworks, Sage Opera.	
<b>Interests and Pastimes:</b>	Family, Football, Rugby, Music, Reading, Travel.	
<b>Status:</b>	Married, 2 Sons.	