

Dear Recruiter:

If your firm is seeking a professional who has demonstrated sound business judgment, decisiveness, well-developed planning, analytical, and communication skills, and a consistently high level of performance in a variety of progressively responsible and challenging assignments, please see my enclosed resume.

I am organized and detail-oriented, work well under pressure and deadlines, enjoy working with a variety of people, and have a great attitude. I am looking for a creative, challenging, growth-oriented position and would like the opportunity to learn more about your corporation. I am accustomed to a fast-paced environment where deadlines are a priority and handling multiple jobs simultaneously is a requirement. I enjoy a challenge and work hard to attain my goals. Constant communication with all levels of management has strengthened my interpersonal skills. My success in the past has stemmed from my strong commitment and sense of professionalism. I keep high standards for my work and am known for my ability to follow through.

Throughout my career I have been known as a quick learner, self-starter, and a dedicated worker. I have demonstrated my ability to handle a variety of tasks effectively and deliver on deadlines. Although I work well independently, I am equally comfortable working as part of a team. I believe that my organizational skills and my outgoing personality will enable me to contribute to your high standards. I am confident I can provide many valuable contributions to your organization.

SUMMARY

Vice President of Operations with experience in product positioning, brand management, advertising, marketing, sales program development and partner relationship management. Demonstrated track record of success in surpassing market competitors, aggressively increasing market share, and driving profit margins to new heights. Excel in creating marketing campaigns that build cutting-edge brand imagery and consumer recognition. Creative, focused, and persistent with an extensive bank of influential media and industry contacts. Directing 175 employees, I was able to magnify sales by over 700% in one year. I also secured many long term relationships with important clients, which effectively streamlined our processes and allowed us to directly sell to other businesses in bulk.

My computer skills greatly exceed general abilities, which qualified me as a project manager for several databases. I also speak many languages, including German, Spanish, Croatian and French.

CAREER PROGRESSION

Solid Business Solutions, Inc • ORLANDO, FL

2010 to Present

CHIEF EXECUTIVE OFFICER

Providing businesses with tools and strategies to increase revenue and market expansion. Optimizing time and resource management as well as reducing risk management. Providing financial services for existing businesses as well as start-ups and acquisitions. Grow real estate market share worldwide despite the industry's general decline. Managing multiple merchant processing accounts.

- Small business development
- Project management
- Product development
- Product line expansion
- Business operations organization
- Client account management
- Budgeting expertise
- Diverse Market/Industry Knowledge
- Market research and analysis

Space Industries, LLC • CAPE CANAVERAL, FL

2009 to 2010

VICE PRESIDENT OF OPERATIONS

Cape Canaveral -- Proprietary information – cannot be disclosed.

VI Network, Inc • ORLANDO, FL

2007 to 2009

VICE PRESIDENT OF OPERATIONS

Defined strategies to grow real estate market share worldwide despite the industry's general decline. Managed and enhanced profitability of sales and marketing teams producing \$20 million in annual revenue. Positioned the company to expand through progressive sales strategies while major competitors were losing ground and eventually disappeared. Increased sales to a consistent level of 1,500 units per month, while the industry high standard is considered to be less than 200 units per month.

- Served as key liaison to analyze diverse markets and develop relevant promotional and e-market capabilities to strengthen brand recognition, increase consumer trust and decrease price competition.
- Coordinated vendor relationships to maintain inventory influx.
- Developed database to control supply, automatically list new products on various platforms and complete sale.
- Identified and negotiated partnerships with key companies in the industry to sell directly at permanently negotiated prices.
- Expanded product line, forecasted to generate \$13M additional revenue per year.
- Redesigned pre- and post-sale processes, effectively reducing payroll by 20%.
- Reduced marketing cost by 60% without losing visibility.

VI Network, Inc • ORLANDO, FL

2005 to 2007

SALES & MARKETING DIRECTOR

Managed department of 10 sales and marketing associates, and 12 support personnel. Analyzed sluggish sales and developed strategies to increase productivity of each sales associate by 400%. Directed worldwide sales and marketing activities, including long-range planning, market research, budgeting, pricing, and forecasting. Developed strategic and tactical marketing plans. Set sales goals and analyzed opportunities to grow market share and increase visibility.

- Opened new markets by expanding traditional focus by broadening target markets, resulting in 500% increase in revenue.
- Exceeded projected sales in first year by 233% and continued excelling at even higher rate.
- Raised customer satisfaction and maintained above 98% (measured monthly), ensuing in extended relationships with repeat customers.
- Fine-tuned procedures for resource planning and allocation to reduce inefficiencies.

- Coordinated marketing strategies to ensure maximum effectiveness of advertising and sales promotions.

VI Network, Inc • ORLANDO, FL

2002 to 2005

IT & NETWORK ADMINISTRATOR

Multi-faceted role challenged to overhaul, revolutionize and maintain a secure network to facilitate enhanced intranet stability and internet security. Successfully brought the company to current technology standards by implementing a domain based server system, integrating security protocols and implementing backup procedures. Created databases to improve inefficient and redundant processes.

- Revitalized entire WAN/LAN infrastructure with optimal security on an international level, using advanced technologies to drive aggressive transformation of previously inept system. Decreased turnaround on security related issues from days to hours/minutes; improved Internet connection logging/monitoring; and decreased resources access time from days to instantaneous.
- Sourced, assessed and forged key alliances with ISPs/other telecommunication vendors continually negotiating competitive deals that secured average cost reductions of \$40K/year.
- Secured ownership of domain names, which were improperly acquired, for the owners.
- Revised and maintained Websites and company logos.
- Used technology to replace simple manual processes, thus increasing the company's overall efficiency.
- Managed support system engineers performing on-site customer service and maintenance.
- Operated computer help desk assisting users with problems and solutions.

SELF EMPLOYED

1998 to 2002

GRAPHIC DESIGN / WEB DESIGN

Designed custom Websites, graphics and logos for customers. Proficient in HTML, Visual Basic, Macromedia DreamWeaver4, Flash5, Fireworks4, Microsoft FrontPage and Office Suite, Adobe Photoshop & Illustrator, Corel Draw, Windows, Internet, and E-Mail. Skilled in all aspects of graphic design. Applied design skills to Website development. Accomplished in most aspects of hardware installation, maintenance, and repair.

- Designed custom graphics and forms for Websites.
- Designed interactive and special feature areas.
- Designed pages utilizing programming languages, graphics programs, and sound applications.

- Reorganized and redesigned sites incorporating suggested features to enhance the site's feel and usability.
- Registered domain names, established e-mail accounts and database connections

MERCEDES BENZ, AG • SINDELFINGEN / GERMANY

1992 to 1995

SUPERVISOR, Upholstery

Worked in a new experimental area of Mercedes Benz, AG with modern robotics. Evaluated and compared processes between traditional and new processes. Planned and organized numerous programs and made presentations to management. Trained office staff and provided tools they required to reach expectations and achieve objectives. Identified new methods for cutting operating costs while increasing services. Increased staff productivity and technical ability through effective training. Researched and recommended technical solutions. Successfully developed new systems that have increased productivity and quality of work.

ACADEMIC QUALIFICATIONS

Fayetteville State University • Fayetteville, NC

1998

Bachelor of Science, Biology / pre-Med • Minor: Chemistry

Goldberg Gymnasium • Sindelfingen / Germany

1991

ABITUR

The German Gymnasium goes to the thirteenth grade and is considered equivalent to High school plus two years of college. The Abitur is the only degree acceptable for applying to college.

CERTIFICATIONS: I received various IT and Network Administration certifications but I am not keeping them up to date.

LANGUAGES: German, Croatian, Spanish, French