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PERSONAL INFORMATION

Nationality: Holder of British, New Zealand and Irish Passports
Resident of: New Zealand
Birth date: 29 Jan, 1965
Gender: Male
Education: BSc Construction Management
MBA (Master of Business Administration)

PROFESSIONAL EXPERIENCE

Present Contractor to Housing New Zealand (Housing Refurb Programme)

My role is to co-ordinate the day to day logistics between contractors and sub. contractors while ensuring budgets are maintained and project quality guidelines are adhered to. This social housing project ensures poorer families in New Zealand are housed in suitable conditions and remain part of the local community. HNZ tenants range from refugees through to single parents to gang members so a great deal of open mindedness and the ability to work with a diverse cross section of people is absolutely crucial.

January 09 Consultant GM Sales and Marketing/Senior project manager (Temp Contract)

October 09 David Reid Homes BOP Ltd www.davidreidhomesbop.co.nz

After two years as 2ic at David Reid Homes National Office I took an interim position with a David Reid Homes Branch as a contract consultant GM Sales and Marketing. This position included the day to day logistics and running of a high end residential construction company including Sales and marketing for the region, project management and quality control of all builds. The company had the capability of turning over in excess of 10 million NZ dollars per year.

April 07 – National Sales and Operations Manager (Group Office. Business Development and operations role)

January 09 David Reid Homes Ltd www.davidreidhomes.com
New Zealand

With a head office based in Wellington, David Reid Homes is one of the largest volume builders in New Zealand with an annual turnover of \$100,000,000.

My nationwide responsibilities included but were not limited to:

- Strong focus on Sales and Marketing for the group including Franchise sales and planning individual franchise marketing along with consulting with the 26 regional sales managers whilst guiding them with their marketing plans. Heading up sales workshops and seminars.
- Keeping the existing supply chains effective and establishing new ones.
- Reporting directly to the General Manager and board of directors with due recommendations for Sales and Marketing, Quality assurance, client liaison and arbitration plus general operations and logistics.
- Mentoring and coaching 26 individual franchised businesses throughout New Zealand with phone mentoring to Australia and the UK.

National Sales and Operations Manager

Homesure/Renovation Masters www.renovationmasters.co.nz

Dual role looking after two companies with much the same responsibilities as outlined below.

General Manager (Auckland region)

Renovation Masters Ltd.

Role as above.

Operations Manager

Homesure Group Ltd www.homsure.net.nz

New Zealand

A trades and services company. Involved from the inception stage, I was responsible for designing and establishing the entire operations system to create a profitable business entity.

**Feb 2005
June 2007**

Responsibilities:

**Integrated
roles over this
period.**

- Strong focus on Sales and Marketing for the group including Franchise Sales.
- Keeping the existing supply chains effective and establishing new ones, keeping tabs on the applicable logistics, new market trends and catering to the latest.
- Spearheading crucial projects by coordinating laterally between diverse technical teams and vertically across management hierarchy to seamlessly implement - project rollouts, management systems and process enhancements.

**July 2004 -
March 2005:**

Project Manager

ANCAB

New Zealand

Responsibilities:

- Delegated single or multiple responsibilities, including budgeting to a team of Assistant Project Managers.
- Allocated work modules to various teams under purview and consistently followed up on progress of modules, to ensure seamless integration upon completion and deliverability.
- Defined work scope, authorized work, monitored progress, assigned and controlled budgets.

**November
2000 -
June 2004:**

Teaching English as a second language

Korea (South)

2000-2001 ECY Language Institute (Wong Jong Dong-Bucheon)

During 2000 I was contracted to ECY Language institute where I was responsible for teaching business and conversational English as well as setting up the Institutes English teaching programme. The programme was designed for kindergarten, junior, middle and high school students wishing to improve their English language skills plus a special course developed for adults and business people.

2001-2002 Evan Moor School (Kyongi Icheon)

Whilst in Icheon, I was instrumental in setting up a brand new language institute called Evan Moor School. I became Bu Wongjangnim and worked with a wide range of students from Kindi through to adult as well as mentoring the Korean English teaching staff and a large amount of local business people. This was an American franchise which boasted a large range of books and course material to offer the students.

2002-2004 Fairchild Semi Conductor (Bucheon) World Prep School (Gaebong)

Over the next two years, I was contracted by World prep school, which was a private institution located in Gaebong. I taught junior, middle and high school students at the institute and was responsible for creating the teaching curriculum. I also held a second contract with Fairchild Semi Conductor based in Bucheon, this American owned operation employs 1000's of people worldwide and many of my business students were in preparation for business trips to many English speaking countries including Australia, New Zealand and The US where Fairchild has it's head office. Over this period, I made many dear friends which I still keep in touch with.

While at Fairchilds my other responsibilities:

- Designed road maps, systems and lucid policies for liaising and maintaining long-term business relations with various overseas clients, advised management on policies affecting organizational objectives.
- Spearheaded negotiations for favorable terms technical specifications, delivery and payment schedule. Ensured all agreed upon provisos were adhered to, by coordinating with end users.
- Trained prospective on site employees in protocols in view of cultural diversity, language and communication skills.
- Reviewed and drafted all critical contractual and operations procedure documents and manuals.

**April 1994 -
November
2000:**

Projects / Operations Manager

Linear / Construction

New Zealand

A construction Consultancy

Key Projects to Credit:

- Buchanan Builders Ltd (Consultant)

Project values up to NZ\$ 5, 000, 000.

Handled additional responsibility of supervising all trades in relation to Insurance refurbishment's and rebuilds of fire damage, natural disaster and accidental damage reinstatement.

- Linear Installations

Project values up to NZ\$ 8,000, 000.

Overall in-charge of construction works for 14 Upper market residential dwellings in various locations throughout Auckland. and refurbishing 100 residential and commercial properties

- Finish Product Limited

Project values up to NZ\$ 5,000, 000.

Designing quotations and heading execution of project for joinery installation work – Timber

and aluminum windows.

- Excell Corporation

Project value NZ\$ 30,000,000per annum.

Contract Manager.

July 1984 -

General Manager - Operations

July 1991:

JEC Joinery Installations Ltd. / Linear Installations

UK

Interior construction and fit out company. Based in Burton on Trent with assembly plant in Bolton England) and manufacturing facility in Nigeria.

Key Project to Credit:

- Handled Projects with budgets in excess of 2,000, 000 UK Pounds. Projects include the interior fit out of the Amstel Hotel and the American Hotel based in Amsterdam Holland. The 100,000,000 pound refurbishment/conversion project of the St Georges hospital converted to the Lainsboro Hotel at Hyde Park corner in London (5 year project) Contracted to Lloyds Bank through Tyson Construction based in Liverpool England, implement roll out of security screen and front line desking throughout the UK (2 year project) These projects were contracts through my own small construction consultancy company. Several other smaller projects include various bar and restaurant fit outs for the Moon Under Water Chain of Irish pubs in London and the Deep Pan Pizza Company owned by City Centre Restaurants, The Alliance and Leicester Building society, The Flight Centre throughout the UK, Dolphin Square apartment complex in London.

This was a hands on role in all aspects of the business including the manufacture and installation process.