

John Jobseeker

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QUALIFICATIONS OVERVIEW

Proven seventeen year background in financial and business analysis. Solid record of accomplishment developing and maximizing new business and marketing strategies. Demonstrated expertise in setting up organizations and optimizing operational efficiency.

PROFESSIONAL EXPERIENCE

JOHN JOBSEEKER PLANNING GROUP
President and Founder

1984 - Present
Anytown, ST

JJPG serves more than 200 clients by providing business planning, asset management, employee benefits, and business transition services.

Management and Administration

- Coordinate and establish the development of policies, procedures and standards consistent with providing optimum service for 125 client accounts consisting of 5000+ employees
- Oversee the accounting and compliance operations for the XYZ Administration Group
- Communicate and negotiate with the Internal Revenue Service and Department of Labor to ensure compliance with state and federal regulations
- Hire, train, and supervise the work performance of 10 employees

Marketing and Operations

- Market, negotiate, and service investment programs for both local and national employers with 10 to 4000 employees
- Analyze each client's goals and objectives, operational procedures, annual budgets and future projections in order to develop a customized, effective marketing plan
- Evaluate needs, submit recommendations, and implement cost-effective technological solutions to help clients minimize overhead costs and maximize operational efficiency

Key Accomplishments

- Developed one of the top five producing asset management organizations in the nation
- Negotiated and secured investment contracts which have produced over \$60 million in accrued assets
- Recipient of production awards in 1994 and 1997 for increasing growth rate 25 percent over each prior period; named to Acme Hall of Fame in 1998
- Increased revenue 10 percent on the life of existing contracts by offering clients cost-saving incentives
- Reduced overhead 50 percent and increased net revenue 30 percent by adopting new technology that significantly reduced error rate and increased turn around time
- As board member of (Name of magazine), helped develop three new product lines and their marketing materials, one of which became the industry standard

EDUCATION

Bachelor of Science (1984), STATE UNIVERSITY, Anytown, ST, *magna cum laude*