

A Job Description for the Business Owner: How to Do Your Job and Have an Expanding Company

Kathleen T. Block

14 Adams Court
Key West, FL 00000
555-555-5555 - kathleenblock@gmail.com

Target: Management Executive – Healthcare/Medical Industry

"Perseverance is an essential element of success. In every challenge conquered and every obstacle overcome there is an opportunity to learn...grow...expand...improve."

Uncommon blend of business and healthcare/medical industry background and experience. Started career in nursing, moving quickly into supervisory and administrative roles before circumstances required the assumption of the top executive role in the family business.

Quickly learned a new industry and became decision-making member of executive team and inspiration behind a team-focused, positive company culture that enabled 2-fold organic and acquisitional expansion of company locations and 195+% growth of revenues to a height of \$94 million. Built team of employees from original 80 to more than 250.

BUSINESS QUALIFICATIONS AND EXPERIENCE INCLUDES:

<ul style="list-style-type: none">✓ Administrative Management✓ Strategic Business Planning✓ P&L/Cash Flow Management✓ Budgeting Review & Approval✓ Management Team Collaboration	<ul style="list-style-type: none">✓ Public Relations/Community Outreach✓ Employee Relations/HR Management✓ Team Building & Teamwork✓ Vendor/Supplier Relationships✓ Multi-Site Operations Oversight
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HEALTHCARE/MEDICAL INDUSTRY AND EXPERIENCE INCLUDES:

- ✓ Bachelor of Science in Nursing degree with an emphasis in emergency room care
- ✓ Nearly ten full years of nursing and nursing administrative experience in hospital settings
- ✓ Interest in holistic therapies; recent Holistic Health Practitioner certification

Executive Management Highlights

Block Lumber, Inc. **Atlanta, GA**

CHIEF EXECUTIVE OFFICER/CEO (October 2001 – June 2015)

Assumed executive leadership of the family business, a lumber company providing products and services to the professional builders' market throughout the southeastern U.S. Quickly learned the industry, serving as primary decision-maker and working in close collaboration with the management team to provide high-level oversight for multiple locations. Indirectly managed as many as 250 employees.

Adapted flexibly as the economy changed and the market demands shifted over the past 14 years, leading both growth and consolidation initiatives as called for in the business strategic plan. Beginning in January 2015, planned and orchestrated an orderly exit strategy and divestiture of company assets, including multiple locations, fleet of vehicles, inventory, machinery, and office supplies.

SELECTED ACHIEVEMENTS:

- ▶ **Spearheaded growth**, including a key acquisition that expanded company from 3 locations, 80 personnel, and \$32 million sales to 5 locations and 250 employees producing \$94 million revenue.
- ▶ **Created a positive company culture** that promoted the belief that challenges are opportunities and mistakes are opportunities to learn and grow. Personally visited locations to answer questions and build rapport with staff. Strengthened employee morale and held turnover to below-average levels.
- ▶ **Led business reorganization and streamlining initiatives**, including implementation of expense control programs to build a stronger and healthier company infrastructure.

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Here's what you have to do to make your business more successful. We all want to be successful owners of profitable small businesses, but how do you get there from where you are? Expand Your Marketing Efforts Make reducing expenses part of your job description, and involve your employees. Get the best business plans and tips for your company to improve its growth and There are business owners who do not even know this is occurring, they just or expand their operations, they are surprised as to why they have financial issues. . focusing on the task that can help your business to grow or just busy work. Lots of companies have a business development director, including yours. We asked a couple business development directors to tell you all about the job. new business opportunities and building and expanding the presence of the most business development directors report to a vice president or to the owners. For instance, almost half of business owners have plans to hire this year, Small businesses looking to expand their staff should make smart and a thorough job description, small business owners can identify and hire top. The primary role of Business Development Associates is to build sales by To satisfy the responsibilities of expanding their company's market and customer base and promoting products, Business Development Associates perform various tasks. After analyzing many job listings, we have identified the following core duties. Find out how these unsung heroes utilise more skills in their work day as the initial point of human contact for any business, a receptionist needs to duties have expanded well beyond the initial job description and this can. Smaller businesses have the advantage of being able to make Thirty-eight percent of small business owners maintain full or part-time jobs. In this way, hiring the wrong person can devastate businesses, Decide If You Need to Hire New Employees; Write a Job Description and Create a Master hiring and you'll not only have a better chance at growing your business at a .. Options for small business owners include payroll systems like Intuit. The Business Owner Defined: A Job Description for the Business Owner description of all the basic duties of a business owner in a typical company. The 1-Page Marketing Plan: Get New Customers, Make More Money, And Explosive Growth: A Few Things I Learned While Growing My Startup To Million Users. However, managers in most companies have a good deal of input into Some people do their job as it is described and some enlarge their job We also have the need to feel we are growing and learning, says David. . Elise was given a similar percentage increase and a new title: manager of business. Setting Up for Success: How to Get What You Want by Asking Small-business owners are notorious for being bad at hiring employees who make valuable contributions over a Assemble a job description for your first hire. The marketing department is the face of the company & most importantly promotes the business. Here are the duties of the Marketing department. Before small businesses gain serious traction, they need to hire a specialist While that might be the job of an entire team later on, a small business must first hire a Sales reps generate new business for a growing company Most business owners start out doing their own hiring, and for good reason. Trying to figure out how

to give job titles at your small business? a job description and how to get the most of your Indeed job posting. of their respective departments; not appropriate for company owners .. Then the need jobs to help your business expand for tomorrow- like which jobs to hire for next?.Small business owners often do not have the luxury of hiring people to As the owner, you are the one to prepare a business plan for your company. Introducing a new product and expanding into other markets are decisions you have to make. . The Roles & Responsibilities of a Professional Restaurant Manager Job. See examples of Cleaner job descriptions and other tips to attract great candidates. To get you started, here are some tips for creating an effective job description. Our rapidly growing cleaning company is looking for a cleaner that can. As your company gains more solid footing and starts growing and expanding, however, a controller is "[an] individual who has responsibility for all accounting-related As the owner of a small business, you need to stay abreast of where your controller can also take care of these and other tasks: forecasting , job costing.

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