

# Sandra T. Savvy

12345 – 67<sup>th</sup> Ave  
Dollar Tree, OH 5555

SandraTSavvy@Comcast.net

Tel: 763-555-1234  
Cell: 612-555-1234

## Executive Profile

Versatile Finance executive with extensive cross-functional experience. Reputation for driving critical objectives, that deliver positive business results, through to completion. Expert at developing metrics; both forward looking and historical, to arrive at desired business outcomes. Demonstrated ability to participate in, and build teams through solid leadership, relationship building, remaining approachable and employing positive, proactive communication skills. Areas of exceptional expertise:

- Financial & Business Systems Management
- Multi-functional Business Component Management
- Internal & External Customer-Focused Services
- Staff Motivation & Team Building
- Material Control Management
- Strategic Planning
- Compensation & Benefits Plan Design
- Communications
- Project Management
- Business Analysis, Financial Modeling

## Professional Experience

### **AUTOFACT Inc. – Dollar Tree, OH**

2007 - 2010

**Controller**, Plastico, Inc, daughter company to Plastico GmbH & related to AUTOFACT Inc. Full responsibility for financial systems and management from US company inception. Developed business relationships and negotiated contracts related to banking, accounting, insurance and other business functions.

- Selected and implemented accounting software
- Multiple-currency, international banking responsibility
- Developed manufacturing cost structure; defined processes, trained staff and oversaw accounting functions
- Designed and published monthly financial, operational and other required reports
- Implemented automated annual internal audit report package
- Prepared and presented data related to finances & operations to shareholders and Board of Directors

### **Operations/Business Analyst**, AUTOFACT Inc.

Key financial role reporting to the VP of Technology (Operations) for \$160M manufacturer of products for factory and process automation. Operational Controller responsibility; management of standard costs; preparation of periodic reports and presentations for Board of Directors meetings; key contributor to operational functions as a member of top-level operational management team; performed company-wide internal ISO audits; performed many special assignments at the request of the CEO, CFO & VPs.

- Coordinated and oversaw all Operational budgeting activities; monitored actual to budget results and investigated variances; provided expert advice and training to Operations staff at all levels
- Reduced manufacturing variances from \$2M to \$300K annually through proper management of standard costs
- Designed methodology for and computed standard costs, developed and presented in-depth training for staff at all levels to gain a complete understanding of the company's product and production costs
- Designed, implemented and oversaw Capital Expenditure approval process, including approval of Manager and Director-level purchases
- Successfully designed and implemented ESCHA accounting & finance functions

### **BIG Machine Corporation – Dollar Tree, OH**

2000 - 2007

#### **Chief Financial Officer (2005 – 2007)**

Corporate Officer for \$20 million privately held designer and manufacturer of made-to-order packaging machinery systems. Responsible for overseeing all finance/accounting, IS/IT, material control, human resources, compensation, benefits and administrative functions for two locations. Selected providers for, negotiated and managed all contracts related to: banking, insurance, employment, material and service

suppliers, software and other business activities. Presented financial and operational data to internal and external audiences from one to one hundred plus.

- Developed key metrics – financial and operational
- Implemented lean practices in all areas of responsibility. Participated in and led Kaizen and lean events in both office and manufacturing environments
- Managed all major internal projects related to accounting, materials, IT/IS and facility moves
- Outsourced fabricated machine parts (domestically & internationally) to realize a 17% cost savings
- Implemented closed-loop feedback systems for non-conforming materials, expense reimbursements, and customer service feedback, among others
- Expertly managed a diverse, professional staff, substantial in size and impact to the company's operations.

## **Sandra T. Savvy**

**Page 2**

---

12345 – 67<sup>th</sup> Ave  
Dollar Tree, OH 5555

SandraTSavvy@Comcast.net

Tel: 763-555-1234  
Cell: 612-555-1234

---

### **Manager of Finance, Information & Materials (2001 – 2005) Controller (2000 – 2001)**

#### **ABC, Inc. – Silver Dollar, OH**

1998 - 2000

##### **Director of Finance & Systems**

Key Executive with responsibility for finance & IS/IT functions for \$12 million privately held contract manufacturer of electronic modules. Led budgeting process, prepared financial statements & reports, designed metrics for management of the business to measure performance of financial and operational functions, managed and developed staff.

- Spearheaded selection and implementation of company's ERP system
- Automated job costing
- Designed and implemented electronic audit schedules, resulting in 40% annual audit cost savings
- Significant contributor to ISO 9000 certification & maintenance of certification
- Managed facility moves, maintenance contractors,

#### **Makelt Software, Inc. – Silver Dollar, OH**

1992 - 1998

##### **Manager of Finance & Operations**

Managed Accounting, Manufacturing, Procurement & Administrative functions for \$20M developer and distributor of software products.

- Implemented company's integrated operational and financial software package
- Prepared private stock offering
- Led testing of accounting software developed by the company and designed training for clients
- Negotiated and maintained all business contracts and relationships
- Prepared schedules for and managed annual audit for privately-held company

## **Education & Professional Development Highlights**

#### **University of Ohio, Carlson School of Business – Dollar Tree, OH**

- Bachelor of Science Accounting/Business

#### **Manufacturers Alliance – Cleveland, OH**

- Six Sigma (Green Belt)
- Lean Manufacturing & 5S
- Lean Office

#### **Employers' Association – Cleveland, OH**

- Organizational Effectiveness
- Productivity/Quality Improvement

- Employment Law
- Affirmative Action & Diversity
- Labor Relations
- Human Resources Management

**Member Vistage International** (formerly TEC) Executive Roundtable Group

**2002 – 2007**