

Jeffrey R. Krablin

5220 SW 5th Terrace, Miami FL 33134 • 305-213-6698

Accomplished executive with financial, operating and project management experience and a proven track record of collaborating with management in analyzing business operations and identifying strengths and weaknesses to improve operational performance. Earned reputation as an outstanding communicator, relationship builder, leader and strategic thinker with a wide-range of expertise in:

Process Improvement and Implementation
High Impact Presentation & Public Speaking
Forecasting and Financial Analysis
Strategic Planning

Business Development/Planning
Organizational Development
Conflict Resolution
Brand Development

EXPERIENCE

FLORIDA INTERNATIONAL UNIVERSITY - Miami, FL 10/06 - present

Executive Director, Office of Finance and Administration

Provide leadership, strategic guidance and coordination to the university community while working collegially with direct reports and division Vice Presidents. Serve as the advisor to the CFO with strategic, analytical and planning leadership for the finance and administrative functions of the organization.

- Responsible for development and management of \$72M operating budget for the Division of Finance and Administration
- Manage office staff of 6 and provide oversight and direction to 13 department heads.
- Review departmental budgetary and financial activity including analysis of variances related to budgeted levels (monthly, quarterly and at year-end).
- Lead analysis of budget forecasts, budget variances and on-going strategic initiatives to reallocate dollars between departments and help ensure that appropriate financial resources are dedicated to the key strategic themes and objectives of the University.
- Analyzed financial implications of alternative programs and organizational structures for administrative departments and make recommendations for improvements.
- Assist the CFO in creating and managing the short and long term performance objectives and metrics for the Division of Finance and Administration, including all areas reporting to CFO.
- Develop strategic communications plan to help build positive awareness and increase knowledge of department initiatives.

SELECT VINTAGES (Importer and Distributor) - Miami, FL 7/04 - 10/06

Executive Director

Hired by owner to analyze the organization, assess viability of existing position, determine growth strategies, define resource requirements and create appropriate organizational structure. Managed the day to day operations and financial administration of the company which included full P&I. responsibility.

- Established regular staff meetings of all operations personnel and sales meetings to discuss operational concerns, review pertinent issues, explain procedural changes or practices and review pertinent goals.
- Reorganized operating business plan, defined positioning and set strategic and financial goals to help jumpstart company - sales increased 150% over 6 month period.
- Conducted audit and established system and procedures to ensure company adhered to complex legal and tax requirements.
- Created and introduced new policy and procedures handbook for company wide operations based on industry best practices - resulted in a reduction of product waste, increased profit margins, established accountability and expanded delivery efficiencies.
- Initiated development of new sales tools and restructured sales commission package - actions led to increase in sales reps performance by 76%.

Rev 8-23-08

Jeffrey R. Krablin

Independent Management Consultant - Miami, FL 12/02 - 7/04

Advised principals in the development of effective operating structures and in the implementation of strategic initiatives to reduce cost and increase productivity based on industry best practices. Clients included local law firm, international consulting group, real estate firm and retail shops.

M&C SAATCHI INC (GLOBAL ADVERTISING FIRM) - New York, NY 4/99 to 12/02

Operations and Technology Director

Member of management team created by the President to help restructure and build the company. Developed and executed new operational strategies to improve efficiencies, productivity and expand capabilities. Handled department budgeting, financial analysis, facility management, human resources management, vendor negotiations, policy development and management of IT department.

- Spearheaded change in workflow management and client interaction through design and development of web based agency-wide extranet.
- Renegotiated vendor contracts reducing monthly expenses by 39%.
- Redesigned 401K and benefits package designed to increase participation and offer greater incentives and rewards without increasing cost.
- Developed and implemented new staff evaluation program increasing two-way communication and staff development - reduced turnover by 25%.
- Researched and supervised roll out of new computer network. Reduced monthly service and administration costs by 43%.

D'ARCY ADVERTISING (GLOBAL COMMUNICATIONS FIRM) - New York, NY 6/96 - 1/99

New Business Planning Manager

Selected by senior agency executives to develop and implement a strategic business development plan for DMB&B to increase company business growth. Outlined industry trends, monitored latest market news, and identified new prospects.

- Organized and worked closely within multi-discipline teams on over a dozen new business pitches - increased agency billings by over \$100 million.

Account Manager - P&G Consumer Products

Worked closely with Brand Teams in US and Latin America managing all aspects of communications of \$50 and \$30 million accounts. Tasks included strategic brand development, competitive analysis, commercial production, consumer research and internet communications plans.

EDUCATION

Thunderbird, The Garvin Graduate School of Int'l Management, Glendale AZ.

MBA - Masters of Business Administration in International Management, May 1996

Universidad Autonoma, Guadalajara, Mexico - Semester in residence, 1995

University of Puget Sound, Tacoma, Washington

B.A. Business Administration. Emphasis: International studies. Minor: Psychology, May 1994

The University of Sydney, Sydney, Australia - Study abroad program, 1993

ACHIEVEMENTS & INTERESTS

- Adjunct Instructor at Florida International University, School of Hospitality Management
 - Certified Foundation Level Sommelier & Member of the US Sommelier Association
 - Avid Wine Collector and enthusiast.
 - Outdoor enthusiast - PADI certified advanced open water scuba diver, underwater photographer, avid mountain biker, camper and skier
-