

# Jerry P. Crowley, (BBS, MscIM)

Falirou 3  
Koukaki  
Athens 11742  
Greece

Mobile GR: +30 6943298818  
Landline GR: +30 210 92 26 827  
Mobile IRE: +353 (0) 86-8316037  
E-mail: [jerry@avalonba.com](mailto:jerry@avalonba.com)

## PROFILE

- In possession of excellent inherent interpersonal skills, quickly and easily developing good working relationships, communicating clearly, accurately and concisely.
- A strong, outward looking leader with the drive and determination to achieve goals.
- Confident decision maker, able to quickly and effectively evaluate a challenging situation.
- Possesses the ability to work calmly and efficiently under pressure to achieve tight deadlines
- Highly advanced computer & IT skills, including excellent knowledge of computer networks and hardware management..

## CAREER OBJECTIVE

Seeking a challenging commercial opportunity within a forward thinking company, with the opportunity for further personal development and training.

## WORK EXPERIENCE

Have recently (March 09) started an Online Management Consultancy Business, focusing on small-medium business's. To date I have worked with companies in Greece & Ireland. The company is registered in Ireland and is called Avalon Business Advice – [www.avalonba.com](http://www.avalonba.com)

**April 05 – June 08 (full-time)      Marketing & IT Manager      N. Conlan & Sons, Rathangan  
June 08 – Current (part time)      Kildare, Ireland  
(BMW & MINI Dealership)**

- Responsibility for day to day marketing/ presentation of products & services
- Responsible for CRM systems, & IT systems for all departments, (Kerridge/Auto view etc)
- Delegation of duties to shop staff, marketing accounts, business plan, marketing plan, forecasts etc
- In charge of dealing directly with customer queries, issues and complaints
- Organizing of Events (Golf days, dinners, launches, fun days, Horse Races, Themed nights, Etc)
- Responsible for adherence to Franchise audits & maintain Corporate Brand Identity
- Designed most of adverts used in media (not include radio/TV- assisted only)
- Maintenance of Website and email newsletters/ updates, etc.
- Responsible for Health & Safety and Personnel Management

**Nov-Jan 2004      District Manager      Lidl, Belfast, Northern Ireland**

- Responsibility for day to day store management
- Inventory control, safe control, end of day paperwork, sales paperwork and banking
- Delegation of duties to shop floor staff and charge of store rota
- In charge of dealing directly with customer queries, issues and complaints

**Jun-Sept 2002      Office Assistant      Cuisine de France, Illinois, USA**

- Internship providing administrative support and holiday cover for staff members
- Liaised with customers, assisted at a trade show in Baltimore
- Updated company manuals and distributed POS materials
- Inventory control, payment collections, banking and accounting tasks

**Jun-Sept 2001      Art Consultant      Victorian Walk Gallery, New Jersey, USA**

- Conducted customer presentations Managed sales records, inventory and bookkeeping
- Broke all previous sales records, achieved a record \$285K through dedication and tenacity

## ACADEMIC ACHIEVEMENTS LOCATION

LOCATION

### Msc International Management, Oxford Brookes University, 2004

Project: EU Brand Potential versus Country of Origin Effects.

Oxford-UK

### Bachelor of Business Studies, Cork Institute of Technology, 2003

Project: Business Plan for a Non-Profit Organisation.

A 3-year plan for an established Cork based charity "Cuisle", the aim of which was to maximize productivity in terms of both managerial structure and sustaining/increasing levels of income.

Cork-Ireland

### National Diploma in Business Studies, Cork Institute of Technology, 2002

Cork-Ireland

### National Certificate in Business Studies, Cork Institute of Technology, 2001

Cork-Ireland

### European Green Certificate in Agriculture

Cork-Ireland

### RSA Computer Literacy & IT Word Processing Certificate

Cork-Ireland

### Leaving Certificate, Colaiste Choilm, Co. Cork, 1999

Cork-Ireland

## EXTRA CURRICULAR ACTIVITIES

- Planned and organised building and rental of investment property to pay own way through college.
- Founded a private limited company, an IT / Music company, while in college called PlayList Ltd.
- Team leader of group short listed in finals for Young Consumer Award in Ireland at High School.
- Achieved grades 1-8 in Elocution & Public Speaking at Trinity College London.
- Designed and built websites to pay own way through university
- I am an amateur photographer with a keen interest in Photography
- I am a member of the Lexlip Archers and have an avid interest in Archery

## LANGUAGE SKILLS

Honors Leaving Certificate in English (Native Speaker)

Honors Leaving Certificate in German Higher Level

Leaving Certificate Irish Ordinary Level

Currently studying Greek at the Athens Centre

## IT SKILLS

Profess a strong interest in IT systems and associated hardware, (especially new technologies), competent user of Kerridge, Autoview, Attachmate, Microsoft Word, Excel, Access, Works & Publisher, Macromedia Dreamweaver, Adobe Photoshop, Jasc Paintshop Pro & FrontPage Express - to express a few. Experienced in design & build of websites.

## PERSONAL DETAILS

Date of Birth: 14<sup>th</sup> July 1981

Driving status: Full & clean European and International licenses

Interests: Photography & Archery, IT and new computer technologies. Enjoy traveling (road tripped North America during summer 08), horse riding, golf and clay pigeon shooting. Reading, mainly non-fiction history subjects and sci-fi novels

## REFEREES & REFERENCES

Available on request