

## Seeking someone with these skills?

a2.<sup>c o m</sup> Online Resume

### David Berger's Reference Check List

- Identifies industry trends and develops plans to prepare for opportunities or problems.
- Talks with internal and external customers to find out what they want and how satisfied they are with what they are currently getting.
- Understands the organization's strengths and weaknesses when compared to competitors.
- Quickly identifies the central or underlying issues in a complex situation needed to make a decision.
- Ensures the team fulfills the business mission by developing goals and an action plan specifying what needs to be done and by whom.
- Understands whether strategies and objectives are aligned with the organization's goals.
- Develops technical solutions to new or highly complex problems that cannot be solved using existing methods, in order to reduce costs.
- Organizes written ideas clearly and is creative in expressing new concepts, using stories, analogies or examples to illustrate key points.
- Presents arguments that address all concerns and issues to create win-win situations.
- Proposes innovative business deals to team members, potential customers, suppliers and partners.
- Sets specific, measurable goals that are realistic but challenging with dates for accomplishment.
- Notifies top management about problems that may affect ability to accomplish planned goals, avoiding surprises well in advance.
- Educates people about the need for change and what the changes will mean for them.

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- Takes charge when it is necessary to facilitate change, overcome an impasse, face issues or ensure that decisions are made.
- Facilitates groups or teams through the problem-solving and creative-thinking process, leading to the development and implementation of new approaches, systems, structures and methods.
- Summarizes or paraphrases what others have said to prevent miscommunication.
- Has a strong sense of urgency about solving problems, getting work done right the first time and meeting deadlines.
- Sets up procedures to ensure high quality of work.
- Multitasks well.
- Respects the confidentiality of information and concerns shared by others.

I invite you to contact my references below:

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