

IAN COOPER, MBA (Finance), BSc Hons (Eng.)

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He is well educated

MBA (Finance) (3.6 GPA) Cornell University May 1990

[Johnson Graduate School of Management](#), Ithaca New York

B.Sc. (Upper Second Class Honours) Mechanical Engineering November 1987

[University of the West Indies](#), St. Augustine Trinidad & Tobago

<p style="text-align: center;">His Key Skills</p> <p>(1) Teaching/Lecturing/Training ICT, Mathematics, Physics, Travel & Tourism, Finance & Accounting</p> <p>(2) Computing Skills <i>Spreadsheets</i> e.g. Excel, Lotus 123 <i>Databases</i> e.g. Access, FoxBASE, FoxPro, Magic <i>Word Processing</i> e.g. MS Word / Word Perfect <i>Accounting Packages</i> e.g. QuickBooks/Quicken/Sage <i>Presentation packages</i> e.g. PowerPoint <i>HTML/Website development</i> e.g. MS Frontpage/Dreamweaver/Adobe JavaScript, CSS, DHTML, CGI, Paint Shop Pro, Note Tab Light <i>Programming Languages:</i> PHP, Visual Basic <i>Communication software</i> e.g. MS Outlook / Netscape Messenger <i>Operating Systems</i> e.g. MS Windows 95/98/ME/NT; Linux SUSE</p> <p>(3) Budgeting & Forecasting e.g. cash flow, Project Costing, Business Plans</p> <p>(4) General Management e.g. Organisational Charts, Change, Start Ups</p> <p>(5) Accounting e.g. P&L, Financial, Management, Trial balance, Balance Sheet</p>	<p style="text-align: center;">What to expect from him</p> <ul style="list-style-type: none">• Honesty & Integrity without question• Calm but timely objective problem solving• Vision & initiative displayed at every opportunity• Unswerving loyalty to an honestly progressive organisation• Punctuality, optimum efficiency & available for working flexible and odd hours• An uncanny ability to get up to speed quickly in virtually any accounting platform!• Confidence tempered by humility accommodating views from all stakeholders• A firm belief in Equal Opportunity• A great sense of humour!
<p style="text-align: center;">His Vast Experiences....</p> <p>Specialist ICT Teacher Strood Academy (September 2009 – Present) – ICT Teacher Temple School (June 2002 – August 2009) KS3 (Year 7-9) to KS4 (DIDA, GNVQ & GCSE) Year 10-11. His responsibilities have included:</p> <ol style="list-style-type: none">a. Being the KS3 Coordinator between 2004-8b. Developing a framework for teaching the new DIDA Edexcel coursec. Assistant Head of Department – ICT September 2006 to February 2009d. Head of Department – ICT February 2009 to August 2009 <p>Part time Lecturer University of Technology (2001) -two (2) BSc degree subjects: <u>Transportation Systems in Tourism Development</u> Curriculum developed & taught include: History, development, marketing strategies & GDS technologies of the global airline and cruise line industries</p>	<p style="text-align: center;">His commendable achievements during the past seven (7) years</p> <ol style="list-style-type: none">(1) The development of a purposeful interactive educational website known as BertoTools.com for teachers across the spectrum of subjects providing free online teaching resources.(2) The development of Wateriiwine.org as a worship ministry with a variety of online resources.(3) The creation and management of a database known as the DiDA Assessment Manager (DAM) specifically for schools to use to monitor and assess student's DiDA portfolios across units and SPBs, in effect managing the process of delivery and assessment of this particular course.(4) The creation of a school database to assist teachers with most aspects of paperwork covering reward schemes as well as discipline management. The database includes facilities for tracking merits, commendations, incident reports, detention scheduling and letters.

Economic impact of the global airline and cruise line industries on North America & the Caribbean

Route planning and break-even analysis within the airline industry

Project Planning and Hotel Evaluation

Curriculum developed & taught include:

Marketing strategies and segmentation/branding techniques employed by global competitors

Introduction to PV, FV, IRR and risk/return investment concepts

Determination and Evaluation of key hotel operational parameters

Evaluation of Balance Sheet, Profit & Loss and other financial statements for hotels

Finance Manager

ITS Tours Ltd. (1996 - 2001)

Main functions & achievements over the period included the:

- Successful streamlining of the company's ICT systems
- Supervision and management of all Group budgets & forecasts
- Compilation and submission of all statutory returns
- Strategic planning function & implementation including aspects of marketing & operations.
- Personal responsibility for Monthly & Annual Financial Accounts in accordance with GAAP

Finance Director - Admin & Planning

AIDEB Industries Ltd (1990 - 1996)

- Treasury & Investment Management & Company Planning for group subsidiaries including an 11 branch travel agency, an insurance brokerage, an auto rental company, a hardware & lumber retail company and an auto spares company
- General supervision of payroll & data processing
- Liasing with Group Auditor regarding interim and annual audits as well as tax liabilities including co-ordination of in-house training on value added taxes
- Liasing with Group insurers in connection with the review of cover and cost for all categories of the Group's risk
- Co-ordinating the Group's computerisation programme in liaison with the Group IT Manager

His Other Assignments and Involvement

Voluntary work done for and membership of a number of service organisations, clubs and associations including:

- ⇒ Kiwanis International
- ⇒ The Grosvenor Citizens' Association
- ⇒ Canada Hall Alumni Association.
- ⇒ Chatsworth Baptist Church
- ⇒ Walderslade Baptist Church

His association with Walderslade Baptist Church as a member since early 2004 has also allowed him to contribute as a leader for Tuesday evening teaching and games sessions for year 3-6 students, a weekly voluntary exercise he continues to enjoy.

His personal interests and hobbies include Philately, Chess, Music, Soccer, Cricket, Writing & Horticulture. He also served as Brotherhood chairman at church along with teaching adult males at Sunday school during 2001.

He presently serves as webmaster of:

BertoTools.com

MagicVacation.Net

RestInnLondon.com

WaterIIWine.Org

WaldersladeBaptist.org

Present Projects include:

1. Ongoing development of the music repertoire of Water II Wine Ministries electronically which includes creation of audiovisual content as well as expanding avenues of access for the company's client base (Non Executive Director).
2. The ongoing development of the Framework for delivering DiDA courses via DAM database.
3. The development of bertotools.com into a wholly interactive online worksheet database for teachers of all subjects from every nation.
4. The future development of Walderslade Baptist Church's website – a voluntary exercise which is currently under development.