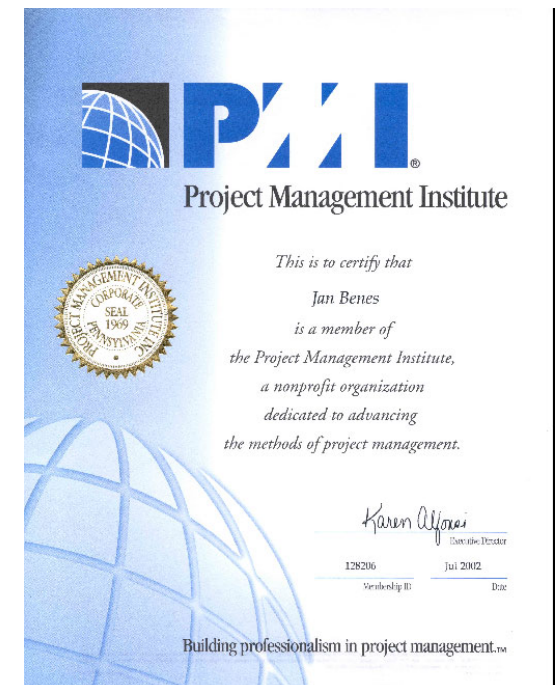


# Jan Beneš

## Personal Profile



# Business Definition

- Many Czech companies are facing the problem of optimising their business processes in the way so they can raise productivity and ability to be competitive. This problem was also identified by the Czech government and is considered to be the key factor for preserving the economical growth.
- One of approaches often used is use of consultants with necessary competence, either members of consulting firm or a freelancers with good experience in the field.
- Optimised business processes are supported by some means of information technology. That affects major part of processes and represents a high amount of risk.
- Short term intensive involvement of consulting services is usually expedient in longer timeframe and investment is returned in form of lowered operating costs, smaller stock, service provisioning and better end-customer satisfaction.

# Industry Trends

- Considering the advantage of use of modern information systems, use of computers increases and information technology industry is one of fastest growing industries.
- State-of-art information technologies involve possibilities of global communication with use of world-wide information networks. Just starting is era of even closer integration of the business information systems and global-wide information infrastructure.
- In relationship with this fast evolution it is necessary to predict technology development and be prepared for it.
- It also appears very smart to have all processes well documented. Users get fast response to their problems, process downtime is reduced, as well as cost and resources required for internal help desk.

# Experience Description

▪ As a person, who is involved in IT industry for many years, I am able to provide the company with important related services:

▶ Business IT analyses

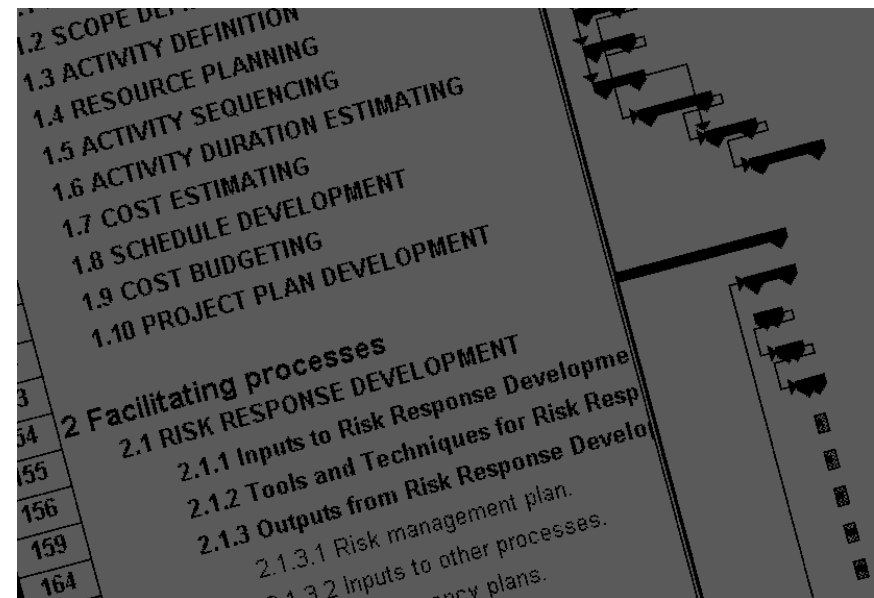
- Analysis of company processes
- Analysis of data flows
- Analysis of project management methods
- Evaluation of information systems available on the market

▶ Business Process Modelling



# Experience Description (continued)

- ▶ Project management with use of management standards - Member of Association for Project Management and Certified Project Manager with over 18.000 hours of project experience as a member or leader of project teams:
  - Project Integration Management
  - Project Scope Management
  - Project Time Management
  - Project Cost Management
  - Project Quality Management
  - Project Human Resource Management
  - Project Communication Management
  - Project Risk Management
  - Project Procurement Management



# Experience Description (continued)

- ▶ Administration of technology divisions of the Company
  - Relations of users and IT
  - Maintenance of HW and SW
  - Management of business meetings
  - Procurement Management
  - Management of IT Recruitment education
  
- ▶ System installation
  - Operating systems (MacOS, Win platforms)
  - Information systems
  - SAP R/3 (basis, Project System PS, FI, Workflow, Digital archiving)

# Experience Description (continued)

## ▶ Training

- User training
- Business presentations (hotel Hilton, presentations outside of CR in English)

## ▶ Internet / Intranet

- Publishing HTML documents
- Transfer of company IS to Internet
- Setting up of company Intranet

## ▶ Design of relational database management systems

- 7 years of experience in FoxPro

# Well Documented Processes - One of Keys to Fully Productive Users

- Raise productivity of users in the Company by submitting them with documentation, which they WILL understand
  - ▶ Translation of original documentation to user's native language
  - ▶ Documenting of company-specific business processes
  - ▶ On-line documentation integrated into the information system
  - ▶ Screencams
  - ▶ Training
- Lower cost of the support desk
  - ▶ User-friendly technical documentation
  - ▶ FAQs
  - ▶ Central documentation on Intranet for easier updating
- Having documentation compliant with ISO 9000 standards
- Keeping documentation always up to date, with immediate response to ever-changing business processes



# A Suite of SAP R/3 experience

- Strategic use of SAP Project Methodology
- FI configuration adjustments with extremely short response time to user requirements. This is profitable mainly in user support field
- Project System configuration and support
- Workflow and optical archive configuration, support and reporting (parked documents)
- User authorisation maintenance
- Documentation services - complete hypertext user documentation with hyperlinks and screencam video examples
- Training services: Financial Accounting, Project System, Business Engineering and Workflow user trainings
- Various support services
  - ▶ batch inputs of any data without ABAP programming
  - ▶ one-time data transfers
  - ▶ data maintenance in Excel environment
  - ▶ Visual Basic data manipulations
  - ▶ batch changes of ANY data through R/3 interface
  - ▶ data visualisation

PrÚ	Odběrat.	DD	Doklad	DatÚčt.	Ev.číslo	Var.symbol	Splatnost	Prodl	Částka
	30001	RV	0060001669	06.04.2000	D	0099108198	06.04.2000	9	7.89
	30004	RV	0060000432	03.02.2000	D	0099106888	03.02.2000	72	60.81
	30004	RV	0060001087	09.03.2000	D	0099107572	09.03.2000	37	60.81
	30004	RV	0060001679	06.04.2000	D	0099108208	06.04.2000	9	60.81
	30008	UD	9400013719	31.03.1999		7303010190	14.04.1997	1.097	234.65
	30009	RV	0060001670	06.04.2000	D	0099108199	06.04.2000	9	7.23
	30017	RV	0069900967	07.05.1999	D	0099101056	06.05.1999	345	17.91
	30017	UD	9400013722	31.03.1999	D	9810004616	09.12.1998	493	15.43
	30031	AB	0109907880	29.10.1999		0099104189	31.05.2000	46-	305.94
	30031	AB	0109910434	31.12.1999		0099105970	31.05.2000	46-	133.14
	30031	RV	0060001323	24.03.2000	R	0099107821	24.03.2000	22	426.97
	30031	RV	0060001324	24.03.2000	R	0099107822	24.03.2000	22	164.22

# SAP Experience

- I am working with SAP system since 1995

- ▶ Training received

- Project System and Financial Accounting - SAP Academy

- Special courses for R/3 3.0 Financial Accounting by CLS GmbH

- Certificates

- By SAP CR: Partner's Academy "Financial Accounting, Controlling and Asset Management"

- By CBT Systems: "SAP R/3 Financial Accounting Overview", "Accounts Receivable" and "Project Management Excellence"

- By BrainBench: "Certified Project Manager"

- ▶ Experience

- Process analysis for and FI implementation (AS IS and TO BE modelling), Business workflow implementation

- Process analysis and customising for PS module (AS IS and TO BE modelling)

- Installation of SAP system in NT/Oracle environment

- Training and presentations

- ▶ SAP business

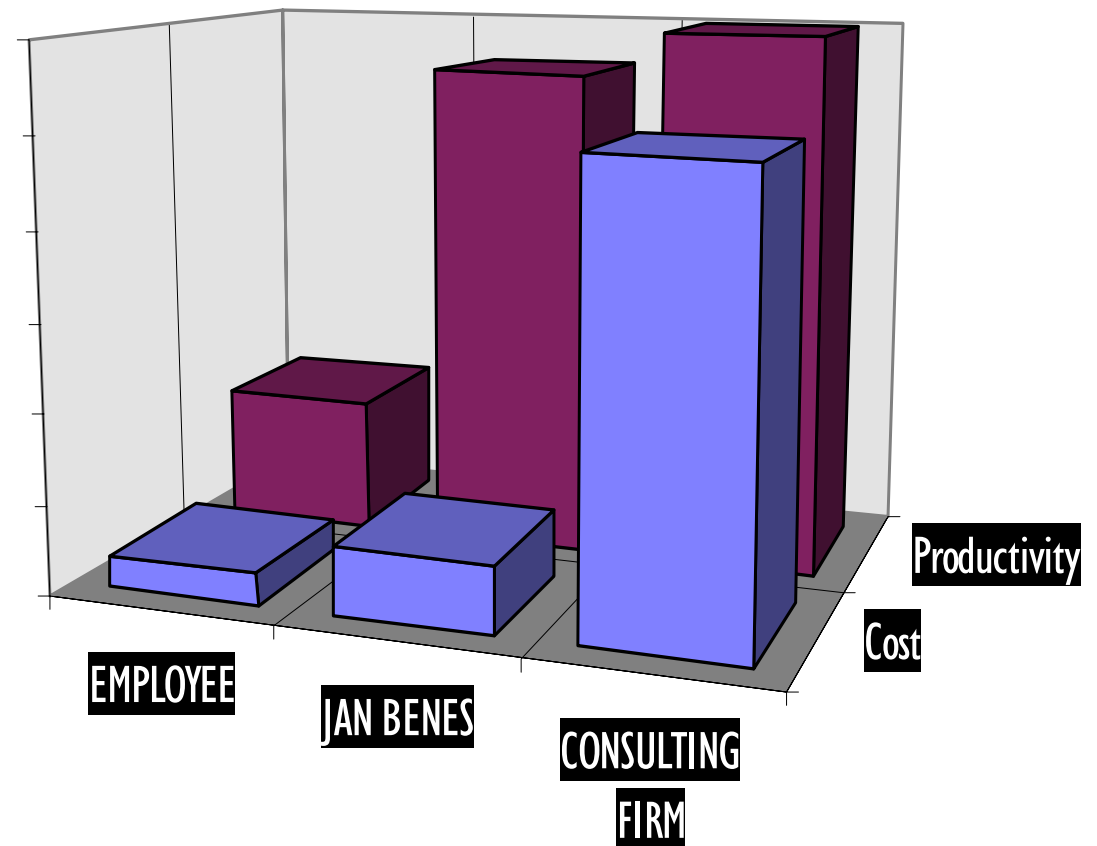
- Good knowledge of SAP market, SAP policies, business processes, implementation partners, including number of personal contacts

- Overview of SAP projects in CR

- Number of "unofficial informations" about implementation partners, SAP projects and contract closing

# Competitive advantage

- ▶ Cost of my consulting is just fraction of cost of similar services of consulting firm.
- ▶ Services provided are on comparable level.
- ▶ Full month of expert services is for few days cost of consulting firm



# Main References

- Technology division of Finnish Telecom, Sonera ZED, Helsinki (5 months)
  - ▶ position: Development Support Manager, line manager
    - work objective: conversion of project-oriented development organisation into line organisation, standardise development support processes, global change management, service releases for world-wide TELCO product.
    - team management: manager of several support (partly development) teams, consisting of Company's employees, external consultants from many parts of Europe and third party vendors
    - process optimisation
- Český Mobil, GSM Operator (19 months)
  - ▶ delivery team management
  - ▶ project management

# Other References

▪ I have had the opportunity to work (or to control) on the other projects of IS implementation mainly in following companies (sorted from newest to oldest):

- ▶ Cap Gemini Ernst & Young, SWEDEN. TELCO business process engineer
- ▶ EZ Praha, project-oriented supplier
  - Analysis and design of company processes and data flows
  - Preparation of concept of the implementation SAP R/3
  - Analysis and design of methods of project management, FI and workflow settings and many, many others
- ▶ Deloitte Touche Prague
  - Setup of PS for training and demo purposes
  - Presenting SAP to foreign clients - MM, FI, PS
- ▶ EPS Praha, implementing partner of SAP
  - Administering of SAP department
  - Implementation of company IS - SAP R/3
  - Building of Intranet and Internet pages
  - Administration of user access to Internet
  - Administration of the System Windows NT/Oracle
- ▶ OD Krone Praha, retail
  - User training
  - Concept proposal for analysis of business processes
- ▶ TAROKO, retail
  - Concept proposal for analysis of business processes

among other companies, where I was involved in IT processes are Plus Discount, PLAUT ČR, Pražská Teplárenská, Tabák-Philipp Morris, TUZEX, Blue Velvet, Nicholson International and others.

# Personal Data

## ***Basic Data***

Age: 35  
Status: married  
Living place: 20 minutes from centre of Prague

## ***Education***

high: Chemical Technology  
university: ČVUT, Electrotechnology (finished prior graduating)

## ***Language knowledge***

English (2 years of living in USA, TOEFL 590)  
German (weak)  
Russian (useable)

## ***Stays and studies abroad***

USA, 90-91, self-study and work in IT  
Germany, 92, stay at PC component producer  
Austria, 96, Aris Toolset training  
Finland, 2000, Line manager in Finnish Telecom

## ***Personal evaluation by consulting company:***

Confident Critical Thinker. On a continuum of critical thinking, your decision-making demonstrates a willingness to think clearly and apply sound reasoning in a variety of situations.

Your decision choices in the Channel Conflict Case (assuming they are representative of your analysis, insight and judgment in general) suggest that you strive to think systematically - consistently adhering to sound methods and logically sequencing actions and ideas while driving to results.

# Contact

## ***Phone***

Work time: + (420) 776 007 007

## ***Fax***

Anytime: + (1) 603-907-6034 (U.S. number)

## ***The Net***

e-mail: [janbenes@usa.net](mailto:janbenes@usa.net)

Yahoo Messenger: janbenes1

ICQ: 18095456

## ***Post (snail mail)***

I. máje 405

25067 Klecany

Czech Republic, Europe