



PROFESSIONAL PROFILE - SUMMARY:

Lloyd Sewell has spent 40 years in the (IT) industry, he started in business as an importer of golfing equipment (1988), while living in South Holland, He then trained as a Golf Club Manager, he has both UK and European business experience in writing Business Plans for a golf course and a driving range.

He has expertise in developing and providing training and advice to individuals and small to medium enterprises, business counselling for new business start-up, providing training on bookkeeping and accounting systems using (IT), developing business plans and developing and delivering business training courses.

He has worked in Telecommunications- Nuclear Physics and has extensive (IT) experience which began in (1970), he has successfully set up (IT) training centres in the UK, Holland and Germany, other (IT) projects include the development and presentation of several training projects, including Business (IT) for start-up companies for the University of Greenwich.

His most recent training project is the Accredited Online "Tendering for Contracts Training Programme" - this was originally delivered in the form of a one-day workshop to small firms and is now available on-line, the core content includes marketing products and services to contract providers, implementing quality management systems, managing contract projects and tender document preparation.

OUTSTANDING ACHIEVEMENT

- Business Consulting for Golf Courses and Driving Ranges, (1987-93), Fund raising for a charitable organisation, writing sponsorship proposals,
- Volunteered to provide management assistance to Government sponsored Job Clubs through Executive Action Program 1994/5
- Developed and conducted a successful workshop on "Tendering for Contracts" for small firms, workshop conducted with support from a local authority and government business support agency.
- Developed web site devoted to providing business information and development advice for small firms.
- His training programme "Tendering for Contracts Training" has been endorsed by SFEDI, a government business and training accreditation agency and accredited by ITOL – the Institute for Training and Occupational Learning.

BUSINESS EXPERIENCE

- **Business Consulting** - Golf Course and Driving Range Management
- **Business Consulting and Training** - Use of Computers in Business
- **Writing Business Project Proposals** - Golf Course & Driving Range Projects range between (£30,000 to £1m)
- **Prepared and submitted Business Proposal** – Admin - Centre Local Authority Black & Ethnic Minorities.
- **Providing Business Start-up** - Counselling sessions for government business support agency
- **Prepared and Submitted** - Tender Documents for various government projects.
- **Prepared and conducted** - “Tendering for Contracts” workshops
- **Treasurer** - Thames Valley Small Business Club (1994 - 1996)

AREAS OF EXPERTISE - SUMMARY OF SPECIALISMS

- Provided Business Diagnostic Consultancy,
- Provided Business Start Up Planning,
- Developed Business Training Programs,
- Preparation of Business and Marketing Plans
- Provided Business Computing Consultancy and Training
- Developed SME Customer Relationship Management Training,
- Developed Tendering for Contract training project workshop for SME’s
- Completed various Tendering for Contract Documentation,
- Developed Training Program Development – SME Management Skills,
- Web Site Development, eAsset Management, Seminar Development,

RECENT TRAINING PROJECTS INCLUDE

- Tendering for Contracts Workshop – accredited by SFEDI, a government body
- Business IT Training for new start-up firms at the University of Greenwich - sponsored by SFEDI
- Provided One to One Bookkeeping Training course
- Developed Sales and Sales Management Training Programme for garment manufacturer
- Developed web site to provide support training and information for small to medium enterprise

CURRENT PROJECT

Accredited Tendering for Contracts Training Programme :

Programme endorsed by (*SFEDI*) – Small Firms Enterprise Development Initiative *External*

Accreditation by ASET / EDI / CMI / ITOL)

RECENT BUSINESS SUPPORT PROJECTS INCLUDE

- Marketing for EU funding workshops
- Business Plan Development – Courier Service
- Business Plan development for start-up company
- Business Diagnostic for small manufacturing company
- Business Plan for national launch of a business training programme
- Web Site Analysis and Evaluation – Quality Assurance
- Marketing B2B Projects – International Web Based Marketing
- Business Diagnostic – Furniture Manufacturing Company
- Strategic Business Re-Structuring & Development Plan – Garment Manufacturing Company

PROFESSIONAL MEMBERSHIP

- Registered Member of;
 - (ITOL) - The Institute of Training & Occupational Learning
 - (CMI) - Chartered Management Institute
 - (IBC) - The Institute of Business Consultants
 - (ABCUL) - Association of British Credit Unions Ltd (ABCUL)
 - (ProtoPro) - Protocol Professional (Registered Lecturer)
 - (SBC) - Small Business Service

QUALIFICATIONS

Qualifications and/or examinations Date Level Grade Achieved

Qualifications and/or examinations	Date	Level	Grade Achieved
Information Technology	(1997/98)		PGD Post_Graduate _Dip
MBA ~ SME - Enterprise Management	(2000 – 2003)		MBA (*) (cancelled)
NVQ Assessor ~ (IT)	(2003)		Level 3 Level 3
NVQ Assessor ~ (Customer Care)	(2003)		Level 3 Level 3

Summary - Critical Success Factors

I am a Business Consultant with a wide experience of the (SME) sector, I specialise in providing business solutions / business support services and business training for small to medium enterprises –

Areas of business services provided include; management consultancy to small firms, business diagnostic, business training, business strategy, e-business solutions, tendering for contracts workshops and marketing for small firms

The Critical Success Factors of his service provision are based on supplying Client's Needs, with Innovative Solutions that Deliver Business Benefits.