

Edward J. Reynolds

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Professional History

Berkshire Hathaway New England Properties , Ridgefield, Ct. 06877 (real estate since 2004)

- **Licensed Realtor – Accredited Buyers Representative**
- **Buyers Agent:** Defined buyer's purchasing and buying requirements; Reviewed features and benefits of appropriate listings with buyer; Provided in depth analysis/investigation of pertinent issues and concerns; Negotiated purchase price, terms and conditions of buyer's offer; Coordinated closing and maintained schedule .
- **Sellers Agent:** Represented seller interests exclusively; Prepared market analysis; Developed/implemented marketing strategy; Conveyed current market conditions; Presented/negotiated all offers; Assured a smooth closing; Resolved inspection issues; Attended the closing
- **Outstanding Sales Performance** – Top Producer; Multi-million dollar sales; Executive Club

Walnut Hill Community Church, Bethel, Ct. 06801 (1998-2003)

- **Project Manager** - \$8.0 Million / 60,000 sq.ft. expansion
Managed public Inland Wetlands and Planning & Zoning Application Process hearings
Hired/directed Project Team
Managed church's public information to the press,
Hired owners' rep and construction manager
Led decision making process through redesign & construction

Union Carbide Corporation Danbury, CT. 06801 (1975-2003)

- **Project Management**
Two SAP R3 implementations: Subject Matter Expert/Super User, Team Leader
-Design through implementation-definition of business requirements; work process documentation
-Acceptance testing; data discovery; system demonstration; training delivery; root cause analysis
- **Sales and Marketing**
International Sales Manager -Managed \$90 Million of sales to South America
-Established floor pricing and prepared monthly sales demand forecast
International Business Manager -Managed \$82 million of sales outside North America
-Achieved >95% plan by establishing sourcing strategy offsetting plant outage
-Achieved >\$1 million cost savings through a multi-product exchange
Sales Account Manager -Managed \$64 million of sales in Southwestern USA
-Re-negotiated contract formula pricing & initiated wire transfer customer payments
-Computerized sales invoicing & introduced quality tracking system
-Increased cash flow by reducing terms 15 days and inventories \$3.5 million
Sales Account Representative -Managed Aircraft Deicer Program at North East regional airports
- **Business Analysis**
Business Analyst – financially modeled cash flow and profit and loss
Financial Analyst – responsible for forecasts, annual budgets and monthly reporting
Manager Financial Reporting – managed monthly financial reporting/analysis
Supervisor Statistical Services – managed financial reporting group
Accounting Analyst – managed transfer pricing between businesses
Financial Associate – developed price/cost indices to evaluate operating margins

MBA in Finance, St. John's University; BA in Economics/History, Queens College

Descriptors: Action/detailed oriented; systematic, analytical, objective; problem solving; strong interpersonal, communication and presentation skills; dedicated; self directed fast learner; adapts well to change; customer/quality focus; intuitive systems skills; ability to instruct; delivers results as an individual contributor and team player.