

Miles Jack

Contact Details

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Profile

A senior management executive with a proven track-record and extensive international business consultancy experience gained across a wide range of industry sectors, including information technology, banking & finance, petrochemicals, transport and government. Strong project management skills are allied to professional business knowledge gained in crisis management, business continuity, product development, system design, business communications and business analysis. Worked for more than 200 clients in over 30 countries.

Career Summary

<i>Date</i>	<i>Position</i>	<i>Company</i>	<i>Location</i>
Jan 2001 to present	Head of Business Services	Card Tech Ltd (www.ctl.com)	Nicosia, Cyprus
July 1997 to Dec 2000	Business Consultant	Card Tech Ltd (www.ctl.com)	Nicosia, Cyprus
Jan 1997 to July 1997	Technical Writer	Card Tech Ltd (www.ctl.com)	Nicosia, Cyprus
Nov 1994 to Nov 1996	Senior Consultant	Link Associates (www.linkassociates.com)	Derby, UK
Dec 1991 to Nov 1994	Consultant	Link Associates (www.linkassociates.com)	Derby, UK
1989 to Nov 1991	Engineer	Link Associates (www.linkassociates.com)	Derby, UK

Key Responsibilities/Roles

1997 – present

Card Tech Ltd

Head of Business Services

Card Tech Services is a software development company providing front and back-office software to the bank card industry, as well as third-party processing facilities for credit and debit cards. It is a UK based company with offices in London, Nicosia, Moscow and Kuala Lumpur.

Business Services provides project planning services to the company's clients, business consultancy for external and internal clients and product development and research from a business perspective.

Reporting directly to the company's Managing Director, the Department Head is responsible for managing a team of dedicated business consultants and administrative staff as well as attending critical client projects as senior lead consultant. The role requires strategic and tactical planning skills to ensure that the company's business objectives are met, as well as extensive industry knowledge.

Key achievements have included:

- Development of a company project design methodology for new clients and installations
- Direct responsibility for over 50 successful project implementations world-wide
- Provision of business consultancy services covering all aspects of the bankcard industry
- Development of operational procedures for key aspects of the company's business
- Implementation of product development processes to improve quality management controls

1989 – 1996 Link Associates

Senior Consultant

Link Associates is an international safety engineering and crisis management consultancy company for the high risk industries (petrochemicals, oil & gas, transport & shipping, mining, power generation, etc). The company has offices in Derby (UK) and Perth (Western Australia).

Senior Consultants are expected to be able to take the lead role in major consultancy projects with high profile clients, from proposal and sale through to completion. In addition, they are responsible for a team of more junior consultants and responsible for all aspects of their professional development.

Key achievements have included:

- Responsible for founding Link Associates International Pty Ltd and the South East Asia training and consultancy operations centre in Perth, Western Australia
- Provision of emergency response and crisis management procedures and training for more than 80 major international clients
- Development of an offshore platform risk assessment methodology for evacuation and escape
- Preparation and delivery of training courses in crisis management, risk assessment, business continuity and contingency planning for major international clients
- Preparation of a world-wide emergency response exercise for a major multi-national with a budget in excess of \$3 million

Education Summary

<i>Institution</i>	<i>Institution</i>	<i>Awards</i>	<i>Location</i>
1985 to 1988	University College London	2(i) BSc (Hons), Biology	London, UK
1978 to 1985	Harrogate Grammar School	8 'O' Levels, 4 'A' Levels,	Harrogate, UK

<i>Institution</i>	<i>Institution</i>	<i>Awards</i>	<i>Location</i>
		1 'S' Level	

Achievements/Vocational

Computers/Internet

- ⑩ In-depth knowledge of most major office applications: Word, Excel, Access, Powerpoint, Wordperfect, Lotus 1-2-3, Outlook, Lotus Notes, etc
- ⑩ Technical Writing and Graphics software: Corel and Adobe applications
- ⑩ Conversant with Internet technologies: Explorer, Netscape, HTML, extensive use of Internet for research and presentation purposes
- ⑩ Knowledge of software design and implementation principles: relational databases, client/server architecture, etc

Papers Presented

- ⑩ Offshore Platform Escape Methodologies, Aberdeen Offshore Safety Conference (1994)
- ⑩ Submission to UKOOA for Offshore Risk Assessment Recommendations (Cullen) (1992)

Vocational Qualifications

- ⑩ Environmental Impact Assessment and Analysis (Coventry University)
- ⑩ Diploma in Occupational Health and Safety
- ⑩ Offshore Survival/Fire Fighting/First Aid (OPITO approved)

Personal Details

Full Name:	Miles Richard Jack
Date-of-Birth:	11 th May 1967
Gender:	Male
Nationality:	British
Passport:	British, current
Driving License:	UK and Cyprus driving licenses held
Place of Birth:	Lichfield, England
Country of Residence:	Cyprus
Languages:	English (native speaker). Greek (conversational)
Marital Status:	Married
Spouse's Nationality	Cypriot
Number of Children:	2 (5 years and 2 months)