



Alex Weitz

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Resumé / CV



My overall experience and knowledge:

- Strong analytical and conceptual abilities
- Leadership experience and staff motivation
- Acting in conflict situations / Management skills
- Project-, Process- and Change-Management-know-how
- Extensive international experience in business and private life

My specific HR/ORG-knowledge, based on specific projects:

- Comprehensive Personnel-Management know-how, Distinctive experience in strategic and operative HR-/ORG-/Admin.-areas
- Operative in charge of HR-Dept., incl. areas of Org., Training and Administration, Extensive knowledge of consulting business (KPMG Consulting: 1999-2001, ...)
- Evaluation/Optimization of current organizational structure and processes, Job descriptions and evaluation in different business units (HR, Finance, Sales) as well as in Non-Profit-/Public Sector
- Recruiting, Development of strategic issues and actions, Lead in the Selection Board
- HR-development, HR-Potential Analysis, Talent Management regarding Management positions and staff, Development of an "Academy", employee attitude surveys
- Job evaluation, Knowledge of different working-time and salary systems and lead of projects of Transformation of salary systems ("Metall-TV -> ERA", "BAT -> TVoED")
- Knowledge of different specific ERP-/IT-Systems (SAP, ORACLE, ePeople, Sage),
- Strong knowledge in Finance/Budget/Administration issues



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Career and Development

(detailed time frames etc.:
website www.alexweitz.de)

- **since 07/2010: Interims Management/Contracting; Executive Secretary (DGfl); (2010-2011) General Manager (SammlerUsinger); 2011-current**
e.g. Evaluation/Re-Organization of processes, Set-up of new HR-/Admin-Management, Lead for up to 20 supporting staff, overall HR-Management and Budget resp. (~5 Mio EUR).
- **2008-2010: Senior Officer HR/Administration;**
German AIDS Aid, 120 membership-organizations;
In charge for HR, Finance, IT, Budget resp: 2,5 Mio EUR, staff responsibility for 15 persons..
- **2007-2008: Parental leave in Berlin + Freelancer HR**
- **2005-2007: HR Officer, Middle Management (P4);**
Organization for Security and Cooperation (OSCE), Secretariat Vienna + Field stations in Eastern Europe;
HR Strategy, International Assignees, Job-Classification, Organizational and Personnel-Development.
- **2001-2005: Manager Organization (E4);**
DaimlerChrysler sales org. Germany (DCVD), Berlin;
Organization, HR-strategy, Staff-Evaluation and Development; Processes and Quality Assurance, Projects.
- **1999-2001: Senior Consultant/Project leader;**
KPMG Consulting Corp., Frankfurt, Berlin;
Project experience in BPR/HR, SAP-Implementations.
- **1998-1999: Junior Consultant;**
Frango GmbH, Eschborn/Ts.;
Consulting and Software-Implementation in the area of Group consolidation.
- **1995-1998: Dual study Economics;** field: Tax & Audit;
"Staatliche Berufsakademie Sachsen" in Leipzig

Focal points

- HR Management incl. Recruiting, Personnel Development, Org.-Development, Org. Structure, Processes, Workflows
- Management issues, staff-appraisal interviews, surveys
- Negotiation of working agreements, development-models with Management and/or Staff committee or other organizational/associational bodies
- Job Descriptions and –Evaluation, Working Time and salary systems, Transformation and adaption to labour contracts
- Change Management, Budgeting, Controlling, Fundraising, Public Finance, Procurement in public/company sector
- Knowledge of ERP-Systems (SAP, ORACLE, ePeople)

Languages

- German (Mother tongue)
- English (Business fluent)

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