

CAREER VERIFICATION SERVICES

PROFILE - JOHN ROBERT LEE B.Com. B.Ed. MBA (Melb) FAICD

John's initial career activities included two years at Myer Melbourne as Training Manager and six years in middle and senior management levels in the Central Office of the then Federal Department of Employment and Industrial Relations.

After more than 2 years as Senior Private Secretary and Principal Adviser to Tony Street, a senior Federal Cabinet Minister, John was appointed General Manager, Personnel and Corporate Affairs at Henry Jones IXL in 1979. Subsequent mergers and acquisitions resulted in added responsibility as General Manager, Personnel of Elders IXL Limited, combined with involvement in project and acquisition activity.

In 1983, John was appointed National Controller, Elders Building Supplies, responsible for 21 building supplies centres throughout Australia, with a turnover of more than \$60m a year.

In February 1985, John joined Woolworths Limited as Chief General Manager Corporate Services, with responsibilities for personnel, industrial relations, safety, training, workers compensation, insurance, public relations, investor relations, store security, and subsequently, store design, construction and equipment purchasing for all new stores. Woolworths then had a turnover of some \$6 billion pa., over 1000 stores and 65,000 staff.

As a member of Woolworths Executive Committee, John was involved in financial, strategic and operational decision making, including the acquisition of Safeway's Australian interests and the disposal of Dick Smith USA.

In July 1989 John formed **Career Verification Services**, specialising in confirming the accuracy of qualifications and experience claimed in prospective and current employee resumes and job application forms.

In addition to providing services to a wide range of small to medium listed and private companies, including Development Capital of Australia Limited, John was appointed to a number of private company boards, including Richard Oliver International Pty Ltd.

In February 1996, John was appointed as a Director to a number of companies associated with listed company, Development Capital of Australia Limited, including DCA Corporate Services Limited, Expamet Pty Ltd (Chairman) and Retirement by Design Limited.

As a non-executive director, John has been involved with issues such as strategic reviews, enhanced financial reporting procedures, international expansion, industrial relations strategies and senior management succession. John is a director of Focus Technologies (listed), director of a number of unlisted public companies, former director and Chairman of Online Advantage Limited (listed), EcoAir Limited (listed), and a former director of Guild Commercial Limited, Guild Insurance Limited and associated companies.

A Foundation Fellow of the Australian Institute of Company Directors, a former Deputy President and Councillor of the State Chamber of Commerce NSW, and a qualified company secretary, John has utilised a broad range of skills and experiences to assist large and medium sized public and private companies.

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