

Resume

David Farrington

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Qualifications: Advanced Accounting Diploma (with Distinction)

Certificate IV in Training & Assessment

Basic, Intermediate & Advanced Excel

Hotel Licensee NSW

ASIC Agent

Customs Agent

Aptitudes: Software Development E-Payroll, E-Accounting & ELearning (Small business & management subjects)

Business Incorporation & Development

Computer Technology

Spreadsheet Development

Resource Development

Work History

May 2010 – Current

Casual Accounting Diploma & Advanced Accounting Diploma /Business Trainer with AIPE

November 2009 – May 2010

Casual Hospitality trainer with Abbey College - training Advanced Diploma Hospitality subjects

**2008 – Nov 2009 Full Time Hospitality Trainer-Meridian Hospitality College
Development of learning materials in selected management subjects for 9 casual trainers using word, excel & power point presentations and coordinating the transition from THH to SIT.**

- **Training casual staff in technologically based assessments including but not restricted to excel spreadsheets and MYOB**
- **Designing assessments, student books, session plans, matrix, student outlines, continuous improvement of resources & validation.**
- **Face to face training of international students**
- **OH&S officer for the college**

2005 – Current

Developed EziCal “*Small Business Solutions*” from its inception

Director of EziCal “*Small Business Solutions*”

Responsible for business operations

Accounting – Journals, Ledgers, Profit & Loss Statements, Balance Sheets, Cash Flow Statements, Budgeting, Payroll, Bank Reconciliations, BAS, Company Tax Returns, COGS % & Labour % Reporting. MYOB- Accounts Payable & Accounts Receivable, Payroll, Reports. Financial Statements

Budgeting- Master Budget, Sales, COGS, Marketing, Operational, Capital, Wages & Salaries (including oncost) & Cash Flow budgets are created and monitored against actuals variances and profit estimates adjustments

Marketing

Website maintenance-www.ezical.com.au, e-marketing via google adwords, marketing analysis, marketing statistics, cold calling, creating & maintaining customer relationships, customer service satisfaction

Operations

**Ensuring that work flow processes and timelines are monitored and adhered to.
Importing & exporting equipment for calibrations & liaising with customs agents.
Operational, business, financial & strategic planning
Creating relevant plans for business
OH&S & EEO policies are adhered to.
Staff training & continuous knowledge improvement
WorkCover compliant**

Statutory

**Ensuring ASIC requirements are adhered to. Company details updated when necessary
ACCC compliant, Tax returns & BAS**

Developing KIS E-Payroll & E-Accounting Software

2000 – 2005 - Calibration Administrator officer for Optus.

1980-2000 - Hotel Management

**Operations - Bars, Restaurants, Bistros, Bottle shops, Entertainment, Security Control,
Legal Compliance for licensing and business**

Marketing – Promotion of venues, entertainment control, competition analysis

**Accounting – Accounting process, setting & controlling budgets, management reporting,
payroll**

**1975-1980 Management Reporting for factory production and reporting variances from
actuals to budgets - James Hardies Victoria**

1970-1975 Assistant Cost Accountant - Bradmill Industries NSW

**Setting prices for international tenders and domestic market from standard costing
system. Management reporting, reporting variances from actuals to budgets & payroll
analysis**

Referees

Michael Stratfold Coordinator Cengage 0419638766

Elias Shehadeh Coordinator Meridian College Surry Hills 0410558946