



Klaus Eike Mahlstedt

Luv 8 • D-22880 Wedel • cell phone: 0171 566 0595 • E-Mail: em@mahlstedt-tcc.de

Web: www.mahlstedt-hr-interim.de & www.mahlstedt-tcc.de

PROJECT EXPERIENCES

HR & Leadership Development

- Development & introduction of Company Guiding Principles
- Development & implementation of leadership concept & training
- Designing of a Performance Appraisal System
- Designed and implemented development and training programmes at senior and junior management levels, e.g. Leadership Training, Project Management, communication and creativity workshops
- Established a diversity task-force, specific emphasis on working mothers, resulting in an increase of women in the target section from 20% to 30%
- Developed and successfully introduced a global Management Appraisal System
- Designed and implemented a company-wide Management Potential Analysis for managerial staff (as a basis for a Management Development Programme)
- Organised and managed the Succession-Planning process for the German section
- Developed and implemented a team-building concept for Senior Management

Restructuring

- Restructuring of internal HR processes
- Design & implementation of restructuring program
- Organisational analysis to improve working efficiency and cost structure and implementation
- Planned and managed the split of a company into divisions within the limits of German labour law
- Managed downsizing projects in various sections including the negotiation of social-compensation plans
- Designed and introduced a cost-cutting programme, reduced the variable costs by 10%
- Redesign of hand over processes/ interface to Shared Services Center
- Heading and Contributing to conceptualise and implement a virtualisation of a Head Office
- Merger of two sales organisations, involving the design, introduction and facilitation of a change management process and the subsequent training programme
- Reorganised the retail sales force with the 10% HC reduction and change management and organised the Change Management process of the newly established unit
- Managed the merger and post-merger of two companies for 'Central Functions'

HR Management

- Introduction of measures for reduction of sickness rate (-20%)
- Introduction of measures for reduction of downtime due to staff shortage (-70%)
- Designed and implemented a SAP-based HR planning, controlling and reporting tool
- Designed and successfully implemented an electronic personal-file system
- Redesigned and implemented HR reporting system and process
- Contributing to and facilitating the development of a new business model
- Due Diligence, responsible for HR section
- Negotiating shop agreements with work's council
- Bonus system for blue collar staff



Work Council/ Collective Bargaining/ Employer`s Association

- Negotiated and implemented a in-house salary-tariff
- Initiated and conducted a salary benchmarking within industry
- Designed a tariff system for the non-managerial staff
- Introducing a concept to optimise net salaries
- Developed and implemented a sales bonus system
- Developed and implemented a Senior Management bonus-system



Management of Ideas

- Relaunch of Idea Management
- Created and implemented an employee-suggestion system on a Wiki basis



Mergers & Acquisitions

- Due Diligence, responsible for HR section
- Merger of two sales organisations, involving a change management process and subsequent training programmes