Sample Vice President of Engineering Candidate Summary

Current Status	Director of Engineering at *[Company]*, a start-up computer networks company.
Reason for interest in *[Client Company]*	*[Candidate]* is currently employed by a start-up company that is not achieving its financial objectives, which is why he is planning to leave. He is very familiar with the *[Client Company]* product line and with the world of embedded development. The company appeals to him because it has a solid product, is executing on its plans, and presents new and different challenges for him.
Education	BS Electrical Engineering Technology – *[University]* MBA – *[University]*

CAREER PROGRESSION

For the first 13 years of his career, *[Candidate]* did foundation engineering design work for several companies, including *[Company]*. A friend offered him a consulting contract to work for *[Company]* in 1987. He began to like an independent work style and continued contract work for 4 years.

One of his clients, *[Company]*, was purchased by *[Company]*, and *[Candidate]* was asked to join the firm as principal architect for the company's BIOS 4.0. After two years at *[Company]*, he was promoted to Manager of Product Development. In this capacity, he continued to be responsible for the company's BIOS firmware product, as well as several additional items.

During this time (93-96), *[Candidate]* really enjoyed the people side of the business, and he wanted to expand his skills in management. When his boss left in 1996, he was promoted to Director, with 23 people reporting to him.

In 1998, his principal mentor left *[Company]* and started *[Company]*. He kept after *[Candidate]* to join him. During 1999, *[Company]* was having a bad year, enduring some turmoil, and *[Candidate]* was finally persuaded to leave in the fall of 1999. It quickly became apparent to him that there was a lack of sales and marketing effort at his new company, as well as insufficient cash to sustain the company. He and his mentor are good friends, but he plans to move on.

RELEVANT TECHNICAL EXPERIENCE

An expert in firmware and BIOS, *[Candidate]* is very comfortable that he can easily adapt at *[Client Company]*. He has personally used the company's products. Regarding OO, one of his primary tasks was to upgrade professional skills at *[Company]*, to enable the engineers to move beyond firmware. He hired an in-house trainer to teach object oriented analysis and programming. He took a C++ course at UCI, studied Booch, wrote code at home in both C++ and Java, and feels he has a firm understanding of the OO world.

PERFORMANCE OBJECTIVE ANALYSIS

Engineering Assessment	He has learned from both successes and failures in the workplace, including what to watch for and how to size up a situation. He knows how to carefully examine people and processes, having conducted thorough assessments of his engineering group to determine its strengths, weaknesses, and appropriate courses of action.
Establish Project Schedules	He knows several different ways to approach the schedule issue and is very familiar with working to schedules dependent on Intel's pace of development. He has faced the same issues of dates

	being paramount and working hard to NOT de-feature a product in order to meet a date.
Establish Work Processes	*[Candidate]* is an expert in implementing better work processes. He was asked to contribute a chapter on process improvement to the book *[Book Title]* (about software management). He is focused on delivering a clear message, determining the sequence of action items needed, and keeping people inspired and focusing on progress.
Technical Specifications	*[Candidate]* is a champion of doing proper front end work. He worked very closely with the Director of Marketing at *[Company]* to ensure that they had accurate and complete information. He developed templates with which to create a requirements document and design specification, making sure that these covered every contingency, including the proper protocols for dealing with changes to work in progress.
Resource Management	*[Candidate]* was at *[Company]* during a time of rapid growth, and he helped hire engineers and integrated an acquisition. In 1996, when he was promoted to Director, he had to hire his own replacement in the manager role. When the company secured a large contract with Intel, he was responsible for staffing a new branch office in *[Location]*.
Performance Management	*[Candidate]* really enjoys team building and getting people to focus on common goals. He is a consensus builder and has a participative, coaching style of management. He seeks to avoid conflict and tries hard to work out all difficulties.
Budgets	Budgets were considered a team process at *[Company]*. The company used a budgeting tool, and he provided increments of the overall engineering budget to his boss for roll-up.
Customer Interface	He interacted heavily with clients, including regular interaction with Intel. Client interaction included technology transfer, jointly developed project schedules, and coordination of ongoing projects.
PERSONAL DATA	
Compensation	*[Candidate]* is earning a percentage of company income at *[Company]* and holds an equity position. His current compensation has been low, compared to his previous position at *[Company]*. At *[Company]*, he earned a base salary of $135K, with a bonus potential of $12K (he received about 6K his last year there). He was vested in 6000 stock options (mid-teens average price).
Relocation	The candidate lives and works in the geographic area; therefore, no relocation is required.
Other Comments	*[Candidate]* is very strong technically, and with the success he had at *[Company]*, he seems poised to do great things as a manager in a healthier environment (growth, good product, committed management, etc.) . He has developed solid expertise in planning / organizing / leading / controlling an engineering group and is proud of the results he achieved at *[Company]*. He would be sensitive to the needs of the group and to individual engineers, yet he would stay very focused on company goals and the actions it would take to get there.