

## Roy L. Davis, President Efficiency Enterprises, Inc.



With over 30 years experience in education, training, technical and executive management, Roy Davis brings a broad perspective to **“making you better!”** Through seminars, consulting, tutoring, and speaking engagements, he will help you in discovering untapped potential for efficiency and effectiveness improvements. Having thousands of hours of training experience and having managed in a variety of professional settings, he can guide you in discovering ways to improve your bottom line, customer service, interpersonal relationships and much more.

### Among the areas of experience are:

- Chief Information Officer and Director of Information Technology at an International company with over 200 locations abroad
- Chief Information Officer and Vice President, Information Technology at a major non-profit organization with heavy involvement at the national level
- Adjunct Professor at Texas Christian University, Information Technology for Managers and eBusiness, 3 years and at Tarrant County College, 1 year in electronics.
- Operations Manager, Microsoft Central Region, 4 years
- Training & Education Manager, Personnel Systems Manager, Personnel Operations Manager at a world-wide division with over 1,600 people, 14 years, at Motorola, Inc., a *Fortune 50* company
- Owned and operated a successful commercial and home electronics business for over 10 years in two states
- U. S. Air Force, high tech electronics and supervisory positions, 10 years
- Minister, Education Director, and other leadership positions within the church

### Educational experience:

- Master of Arts in Counseling, Liberty University, 1992
- Master of Arts in Religious Education, Southwestern Baptist Theological Seminary, 1978
- Bachelor of Arts in Psychology with minors in Sociology, Public Speaking, and History, Eastern Washington University, 1976
- Extensive corporate training in executive, management, and professional development

While a successful executive in the corporate world, Roy’s first love is helping people become more successful. He formed Efficiency Enterprises, Inc. to focus his efforts on improving your efficiency and effectiveness. Believing that equipping people to be more successful is much more effective than helping people clean up business issues resulting from lack of training and education, Roy is using his vast range of experiences in **“making you better!”**

Roy has always been involved in helping the community. Among the organizations in which he has been involved are:

- Advisory Board, Texas Christian University, participated in developing the first eBusiness degree program in the United States. It has become a model for other universities across the U. S.
- Advisory Committees for over 20 years including Tarrant County College, Computer Science programs on two campuses, the Electronics program, and Birdville ISD technology program.
- Junior Achievement, Project Business program
- United Way Loaned Executive program
- United Way Employee Campaign Chairman
- United Way Allocations committee for 6 years including the chairmanship for 2 years.
- Southwestern Baptist Theological Seminary, counselor at Counseling Center for one year.

#### **Professional memberships include:**

- InfraGard, a partnership between the FBI and businesses to protect homeland security.
- American Society for Training and Development, past member
- Society for Human Resource Management, past member
- American Association of Christian Counselors, past member

## **Seminars and Services**

*“Making you better!”*

Choose among these modules to produce just the right mix for your seminar, training, presentation, or meeting.

#### **Harnessing Technology for Executives, Managers and Professionals:**

*(Non-technical overviews designed to increase your potential as an employee/manager)*

- Managing data more effectively
- Relating technology and data to business needs and objectives
- Using desktop applications effectively
- Effective use of eMail – When NOT to use eMail
- Personal Productivity (*can be a complete seminar or series*)
- Effective backup and retention strategies
- Security including Antivirus, Firewalls, and Risks of conducting business over the public Internet
- Privacy issues and the impact of new laws

## **Efficiency and Effectiveness Improvement:**

- The importance of Attitude for you or your team
- Improving yourself – personal effectiveness
- Delivering great customer service
- The unique challenges of doing business/customer service by phone
- The power of mentoring
- Conquering stress before it conquers you
- The Ability – Desire relationship – *“If you don’t want to ..., you won’t ...”*
- Discovering yourself and how you relate to others
- Managing change personally and professionally

## **Personal Tutoring in the use of technology for Executives and Managers**

As a busy executive, you often get spotty training on the use of technology, if any at all. You don’t have time to sit through classes. And, you may feel classes are a poor use of your time. This sometimes makes you among the most inefficient users in the company. Yet, your time is most critical. You may be, at times, embarrassed to admit your need for training. So, you hand it off to administrative staff. Or, you waste valuable time doing it the hard way.

Executives can no longer leave technology to the IT people. Some of the most fertile efficiency and effectiveness opportunities in the company are among the managers and executives. The day of the Dictaphone is gone. Having to run much of your personal productivity through a 2<sup>nd</sup> level slows you down too much. You can do it faster than you can get someone else to do it. Handing off strategic, mission critical, and sensitive information can significantly impact confidentiality by well-meaning administrative staff who often participate in the grapevine.

With the advances in technology, you can generate most of your personal productivity faster than you can delegate it. You will be much more effective and productive when you utilize your Personal Computer and Personal Data Assistants to their full capacity. This also makes your administrative staff even more valuable and fulfilled in their jobs since they can perform more important tasks.

## **Consulting Engagements**

Roy is available for specific consulting to assist with strategic planning, reorganizations, change management, needs analysis, security assessments, organizational effectiveness improvement programs, and other business issues.

## **Speaking Engagements**

From keynote addresses to motivational sessions, Roy will craft a custom presentation based on your needs from a wide range of experiences and education. He has spoken to small and large groups on a wide range of technology, training, and personal effectiveness issues.