

CURRICULUM VITAE - LIONEL GREENBERG

• Employment

March 2022 - June 2022

Practice Manager Aesthetics

- Improved and consolidated end-to-end service processes by implementing rigorous governance to ensure the medical practice complied with Care Quality Commission (CQC) guidelines and legislation. Conducted workload assessments, developed new operational processes and improved the practice's performance by 40%, which had a positive impact on patients. He also met the CQC's daily, weekly, monthly, quarterly and reporting requirements.

May 2018 - November 2021

Public Office – City Councillor

- Councillor - City of Johannesburg Metropolitan Municipality.
- Proactive member of the City Audit Committee.
- Improved oversight of the group's forensic fraud investigations by improving the investigation process, system design and implementation and ensuring governance compliance.
- Developed new operational processes to ensure accountability of supply chain management with better monitoring and robust investigation of fraud and organisational transgressions.
- Restructured the flow of communication between many departments by introducing accountable systems to curb fruitless and wasteful expenditure and combat fraud across the council.
- Improved reporting procedures to ensure compliance with laws and to report financial transgressions to the national treasury.

Since Jan 2010 - Current

SaaS - Courtwize / Cabooble.com

- My accomplishments include managing marketing and sales channels leading product development, and marketing and implementing a confidential, feature-rich Oracle Cloud solution for B2B and P2P document warehouses. The innovative portal enabled easy collaboration with numerous documents exchanged between notaries, lawyers, intermediaries and their clients while maintaining confidentiality.

Jan 2002 – Dec 2021

Legal Services Contractor and Consultant

As a litigation consultant to numerous law firms and IT, I have been able to implement novel paperless systems that increase productivity by up to 80%. I have used my knowledge of best business practices in law to help lawyers adopt digital solutions to train staff and enable the transition to an efficient paperless legal practise

• Education

LLB Bachelor of Laws* - University of South Africa (UNISA)

*December 2022

Information Technology

My IT skills are varied and I am a proficient computer user. My skills include Windows, Word, Excel, PowerPoint, Teams, Zoom, SaaS tools, WordPress and numerous graphic, project design and management tools.

Contact information

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PROFESSIONAL SUMMARY

ABOUT

I am a voracious learner, with people skills and development among my core beliefs and abilities. I am agile and have very good communication skills, can adapt to changing priorities and am able to work independently.

My career has been amazingly varied. As a cancer survivor, I know that no challenge is insurmountable.

INTERPERSONAL SKILLS & ETHICS

I also have good self-confidence and organisational skills.

My exceptional interpersonal skills help me in building phenomenal relationships and partnering and instilling trust among my peers.

Facing the greatest challenges seems daunting. In pursuing my goals, I have relied on problem-solving, life skills and the application of professional ethics.

I am approachable whilst tenacious in the pursuit of my objectives. My high level of independent judgment, objectivity and logic are essential to reach appropriate decisions.

My work ethic and ability to quickly understand challenges ensure that I can support my team effectively.

CORE QUALIFICATIONS

- Team leader
- Strategic thinker
- Specialised communicator
- Leadership and mentorship
- Mediator
- Immense IT and legal knowledge
- Initiative and passion for success