

Nicholas P. Wolff, P.E.

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Training & Instructional Experience:

- Developed and delivered content on leadership development and personal management topics.
- Delivered weekend-long courses spanning lecture & facilitated activity formats.
- Utilized participant feedback to improve courses that increased retention and understanding.
- Crafted interactive day long activities teaching mediation skills.
- Developed and delivered technical seminars to clients.

Business Consulting Experience:

- Collaborated with heads of management, finance and labor to develop project scope.
- Developed and administered organizational assessment questionnaires for line personnel.
- Developed organizational strategic plans with senior leadership.
- Interpreted quantitative/qualitative data from hundreds responders from locations across the globe.
- Managed volatile emotions and frustrations during assessment process and feedback meeting.
- Collaborated in team meetings preparing summary presentations to executive leadership.

Business & Entrepreneurship Experience:

- Returned hemorrhaging office to break-even within 3 months without layoffs.
- Developed revenue generating marketing and promotion programs (literature, presentations, web).
- Utilized profit/loss statements to target office roadblocks and opportunities increasing profitability.
- Instituted business processes that realized an increase in sales and accelerated throughput.
- Increased proposal volume, project revenues, and win-rate about 35, 60 & 10 percent, respectively
- Introduced new service areas that enhanced firm competitive advantage.
- Created annual business projections for office operations.
- Spearheaded transition of acquired facility and personnel into firms systems.
- Managed over 400 client relationships generating steady repeat business.

Example Consulting Clients:

Victoria Allen Enterprises	Business Coaching and Planning	Chicago, IL
CGMT, Inc.	Geotechnical Consulting	Bensenville, IL
Motorola	Corporate Attitude Assessment	Schaumburg, IL
DuPage County Habitat for Humanity	ReStore Feasibility Study	Wheaton, IL

Entrepreneurial History:

2009-Present	LIFE Skills Education	Financial and Business Education
2005-Present	Wolff Consulting Company	Engineering, OD & Business Consulting
2011	Omaha Private Instruction Inst.	Tutor – Earth Science, Mathematics, GMAT
2006-2009	Will County Home Buyers	Real Estate Investing
2002-2003	Personal Financial Consultant	Financial Planning

Education:

MBA/M.S. Management and Organizational Behavior, 2006	Benedictine University, Lisle, IL
<ul style="list-style-type: none">• MBA Concentrations: Management Consulting, Innovation & Technology• MSMOB Concentration: Organizational Development Professional	
M.S. Civil Engineering, 2000	University of Illinois, Urbana, IL
B.S. Civil Engineering, 1998	University of Illinois, Urbana, IL

Certifications/Courses/Activities:

Illinois Professional Engineer (PE), Renews 2013	Alpha Phi Omega Distinguished Service Key
Project Manager's BOK with MS-Project, 2005	Eagle Scout
Presentation and Facilitation Skills training, 2003	Mensa
30-hour mediation skills course, 2000	Toastmasters – Area Governor, Speakers Bureau