

Chief Operating Officer (COO)

**Cavallaro Germano
Martino**

Student ID: 2111129

**Module Title: Academic And
Employability Skills**

Module code: BMSW4001

Lecture: Soban Sadiq



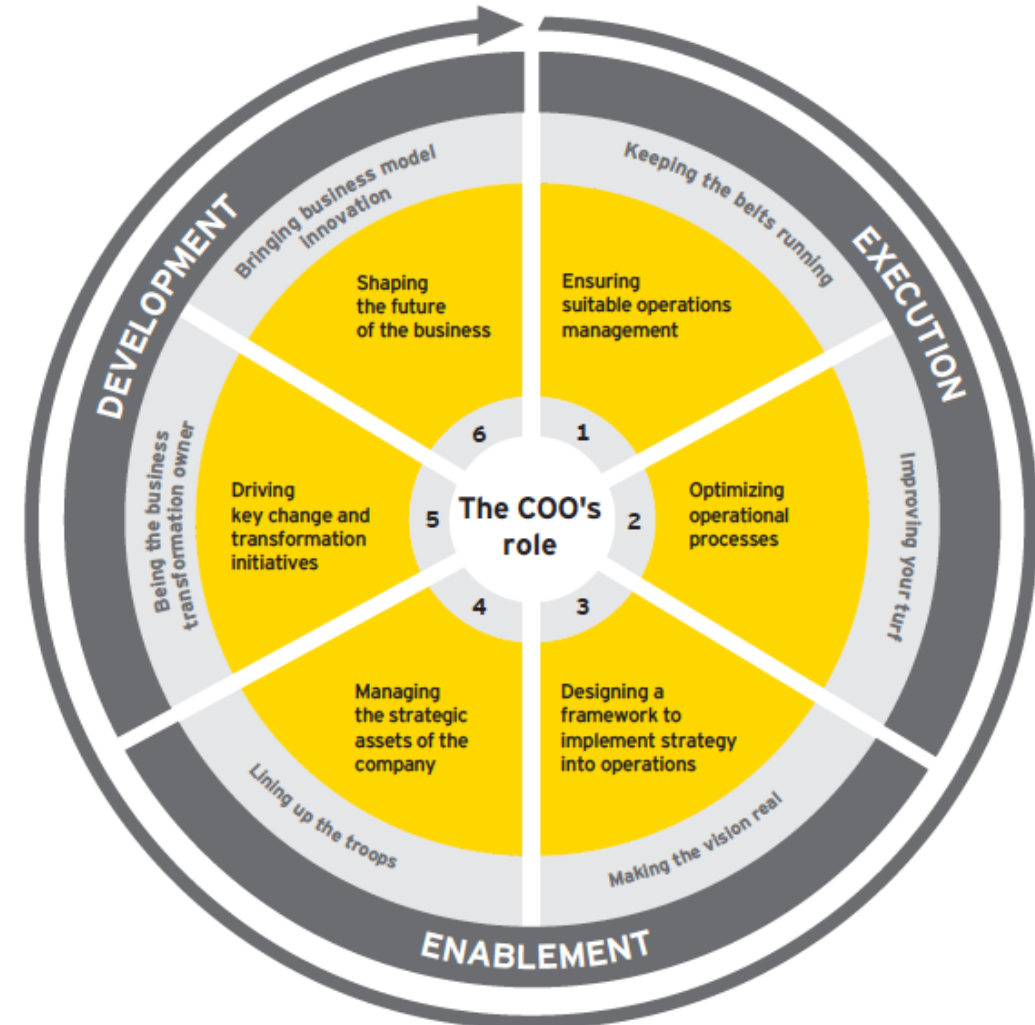
Introduction to the role and intended carrer plan

- **The Chief Operating officer is generally the second highest position in the company and is constantly reviewing all the departments within the company are running smoothly achieving their KPI**



Employability Skills

- **Good communicator**
- **Problem solving skills**
- **Able to work under pressure**
- **Leadership skills and be a good player**
- **Ability to learn and adapt to changes**
- **Negotiation**
- **Organization**



What's the role in the company of the COO?

- Managing the day to day operations
- Improving Operating Procedure's within the business
- Working alongside with the CEO
- Assesting new strategies for the company
- Overseeing all the departments and KPI's are meet
- Implementing the recruitment and development on boarding staff
- Report directly to the CEO and take actions when needed
- Cut down the cost of the Company

SWOT Analysis

STRENGTHS

- Problem Solving
- Time management
- Leadership

WEAKNESSES

- Live solutions
- Loose of focus dealing with more issues at once

SWOT

- Develop your role and skills
- Carreer oppurtunity as CEO

OPPORTUNITIES

- Partners leaving the business
- Cost efficiency

THREATS

Personal Development Plan

What's your main targets?	How you think your target can be achieved?	What's your deadline to achieve your goal?	What will be your next goal after completing this course?	What you think will be the challenges during this path?	What can help you in order to achieve your target?	What and how makes you think you can succeed on your target?
Getting University degree	Completing this course within the time frame	1 year	Gain more knowledge and experience	Time management	Have more time to prepare your assignment	I wouldn't have otherwise any reason to start this course
Moving to the next step into my carrer as a COO	Developing new skills		Likely go for a bachelor degree	Lack of time	Moving to a part time job	My ambition on my plan development

Overall Conclusion

To become a successful Chief Operating Officer is a long way learning curve improving constantly the performance and profitability of the company and every single employee in the business

- **Good key points for this role are:**
- **Delegation**
- **Listening**
- **Take action when needed**
- **Solving conflicts**



References

- Investopedia. 2021. *What Chief Operating Officers Do*. [online] Available at: <<https://www.investopedia.com/terms/c/coo.asp>> [Accessed 4 December 2021].
- IPRO. 2021. *Time to Update Your eDiscovery SWOT Analysis! (If You Even Have One)*. [online] Available at: <<https://ipro.com/resources/articles/time-to-update-your-ediscovery-swot-analysis>> [Accessed 4 December 2021].
- SEEK. 2021. *SEEK - Browser Upgrade*. [online] Available at: <<https://www.seek.com.au/career-advice/role/chief-operating-officer>> [Accessed 3 December 2021].