



## Financial Management Objective Homework

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**Class #**

***I plan to accomplish the following objective*** March 20, 2017 **by**  
***our next class on:***

**Provide the relevant composite data**

Department	Mont h	Page	Colum n
Service	Jan	4	9

<b>Action plan for achieving objective</b>
<b>What is the area of focus?</b>
Reduce expenses in the service department. Eliminating non-revenue producing positions
<b>What is the proposed plan? How will you achieve it?</b>
Reduce service headcount by carefully analyzing the performance of non-revenue producing positions.
Our goal is to eliminate 5 total positions, bringing our headcount from 57 to 52. Second, analyze our
Most expensive service vendors and renegotiate terms: Motor Oil Supply, Aramark (uniforms) & Hunter.
<b>How will you track your progress? What measurements, KPI's? How often will you track?</b>
Monitor head count on financial statement on a monthly basis, monitoring overtime weekly when
Running time cards, and monitoring service invoices and vendors monthly when invoices are sent.
<b>Who are the employees that will be involved, or impacted? Will they require training or assistance?</b>
Since employees are being eliminated, we will be combining positions so these employees will need
additional training. Our service porters, greeters and BDC reps will be impacted by

this change.
<b>Is there a cost, or estimated cost for implementation?</b>
There is no cost associated. We should only see a cost reduction
<b>Projected date of completion?</b> March 17th

<b>Jan.</b>	<b>Feb.</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
<b>July</b>	<b>Aug.</b>	<b>Sept.</b>	<b>Oct.</b>	<b>Nov.</b>	<b>Dec.</b>