

CYNTHIA KYRIAZIS

Paper, Time and Space
Productivity Coach
and Speaker

Cynthia's work centers around the principles, strategies and behaviors that help decision-makers and their teams improve focus, execution and profitability. During her career as a productivity coach, trainer, consultant and speaker she has worked with hundreds of employees in a cross-section of industries in markets ranging from small business to Fortune 500 companies.



QUALIFICATIONS / EDUCATION

- ▲ Certified Coach and Facilitator for the 6 Advisors program
- ▲ Member of the National Speakers Association (NSA)
- ▲ President-elect for the Kansas City chapter of the International Society for Performance Improvement
- ▲ Served as Secretary on the Board of Directors for the National Association of Professional Organizers (NAPO)
- ▲ Serves as a consultant to the American Coaching Association
- ▲ Co-author of *The Organized Communicator*

EXPERIENCE

- ▲ Cynthia writes for several regional publications and has appeared in national papers, radio, and television.
- ▲ Creator of instructional CDs
- ▲ The only productivity consultant to have developed and launched customized e-learning and blended-learning programs based on her onsite training program.

CLIENTS INCLUDE:

- ▲ Applebee's International
- ▲ Avery Dennison
- ▲ Bayer Corporation
- ▲ Boston Scientific
- ▲ Campbell
- ▲ Cisco Systems
- ▲ Coca Cola Bottling
- ▲ Diageo
- ▲ Eli Lilly Pharmaceuticals
- ▲ Hallmark
- ▲ Hill's Pet Nutrition
- ▲ Humana
- ▲ Masterfoods USA
- ▲ Sanford Corporation
- ▲ Schering Plough
- ▲ Sprint
- ▲ YRC

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Before becoming a process and performance coach, Cynthia worked 17 years as a multi-unit Operations Director for an international corporation. She supervised up to 9 managers with similar backgrounds in education and work history.

She began noticing that employees who were organized felt more 'in control' of their work environment. Yet employees facing on-going time management and organizing challenges experienced far more difficulty in managing the normal day-to-day business requirements. In fact, these employees tended to leave the company at twice the rate of other employees.



Cynthia realized how time, paper, information and space management was inter-connected. Challenges in one area typically appeared in another and decision-making was challenging. Systems, processes and tools were helpful, but applying fundamental principles was the real key.

Employees who apply principle-based time management experience:

- ▲ Increased productivity
- ▲ Reduced stress levels
- ▲ More engagement in their day-to-day work requirements
- ▲ More positive feelings about their work environment

The result? Less stress-related medical expenses, less unexcused absenteeism and more importantly, higher employee retention rates.

Cynthia began her own business in 1992 as a time management coach and trainer. Today she focuses on coaching executives and working with teams on achieving their targets and goals through productivity gains. 80% of her clients report saving at least 45 minutes a day in real time and 91% have improved their overall productivity...some as much as 30%. She is also a Certified Coach and Facilitator for the 6 Advisors' assessment program—a tool to assist employees in learning the elements of value-based decision making.

Cynthia speaks nationally on organizing and time management strategies and has shared the stage with Barbara Bush, Jack Canfield and John Walsh.

She has worked with over 100 organizations and thousands of employees to improve their productivity and work-life balance.