

Company name:

Capital Document Solutions

Who?

Tom Flockhart, Founder and Managing Director

Website:

www.capital-solutions.co.uk



What were you doing between 10 and 12 this morning?

In addition to reviewing our first quarter results, half-year forecasts and staff salaries, I dealt with one of our software developer/supplier companies regarding sales training for our staff.

What do you see as your job's biggest challenge?

Maintaining growth as we have done for the past three years, particularly now following our recent acquisition of Highland Office Equipment which has given us complete cover of Scotland.

What do you consider your biggest business triumph?

The fact we have continually grown and developed over 34 years and, throughout that time, been highly regarded and respected for the high quality of all our business activities.

Do you have any money-saving business tips?

Aim to get the most out of your existing people and resources before making further investment. Continually examine overheads and drive improvements in productivity.

What do you believe are the 3 key stages on your career ladder?

After completing a four-year apprenticeship with Ferranti, I began a career in copier sales with 3M. In 1979, I established Capital which has now developed into a £20m-plus company.

Where do you stand on work/life balance?

I work flat out for five days a week then cram as much sailing, walking, fishing and socialising into the other two days.

What do you like to do on your spare time?

At the weekend, I enjoy salmon fishing as well as sailing on the Clyde and around the Western Isles. I love the scenery and the abundant wildlife.

What qualities do you need to see in your employees?

Commitment, passion, enthusiasm, hard work, openness, integrity and ambition

In business, is it more important to be liked or successful?

To be successful. Provided this is achieved by honest, hard-working and professional means, you will ultimately be liked and respected.

What is the one piece of advice you would give to others trying to reach the top?

My 'Formula for Success.'

Have a passion for your business and marketplace.

Have a clear vision of what you want to be and where you want to get to.

Work tirelessly in pursuit of your vision and goals.

Who is your hero?

I don't idolise anyone in particular but I have always remembered a conversation I had with Sir Jackie Stewart where he said – "don't try to beat anyone other than yourself."

Any business (or other) projects you would like to plug?

No – simply continuing our expansion in the private and public sectors throughout the whole of Scotland as well as further enhancing our reputation for excellence.

Other than your current position, what would be your dream job?

A property developer in a booming market.

Who (living or dead) would you invite to a fantasy dinner party?

I would invite Muhammad Ali (who I would sit next to), Maggie Thatcher, Billy Graham, Jackie Stewart, Freddie Mercury, Warren Buffett, Princess Anne and Luciano Pavarotti.

Outside of business, what is the most important thing in your life?

My immediate family and grandchildren.