

Interim Executive Director

ROBERT SMITH

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Address: 1737 Marshville Road,
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Objective

Served as a Chief Executive, Chief Operating Officer, and Project Executive both in the public and private sectors; including both publicly traded and privately held firms. Responsible for Business Development and Profit/Loss centers.

Skills

Administrative Assistant, Management.

Work Experience

Interim Executive Director

New York State Thruway Authority - April 2012 - 2020

- Implements Center objectives as determined and directed by the governing body;
- Interprets personnel practices within policy guidelines and recommends changes as necessary;
- Meets with licensing authorities as required and accompanies them throughout any survey of the Center;
- Ensures the credentialing process is completed for all Licensed Independent Practitioners providing services in the Center;
- Authorizes purchases of supplies and equipment within budgetary guidelines established by the governing body;
- Superintends physical operations of the Center;
- Promotes favorable public relations and represents the Center in the community as required;

Interim Executive Director

Delta Corporation - 2008 - 2012

- Halsted Street East Orange, New Jersey April 2007 to March 2008 Professionally managed and supervised an agency with approximately 244 units of .
- Strong supervisory experience, outstanding interpersonal skills; proven ability to deal effectively with staff, residents, Board of Commissioners, .
- Professionally supervised the administrative office, handled all personnel matters, insurance agent and supervisor to assistant manager, security .
- Attended monthly board meetings and provided monthly board report.
- for 120 bed SNF and Assisted Living in suburban Kansas City.
- Monitored staff and assisted corporate management team in compliance programming to bring facility back into compliance (achieved substantial .
- Provided training and oversight for newly licensed Administrator.

Education

BS, Magna Cum Laude in Civil Engineering - (Civil Engineering State University of New York at Buffalo - Buffalo, NY)