

Robert Smith

Contracting Specialist II

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SUMMARY

Accomplished and trusted managed care leader with proven ability to build effective teams, lead contract negotiations, design and implement efficient processes, and execute initiatives to maximize revenue and growth. Excels at building productive relationships based on mutual respect and commitment. Balances clinical knowledge and financial acumen to adeptly resolve complex issues.

SKILLS

Office Work, US Government Contracting.

WORK EXPERIENCE

Contracting Specialist II

US Army - July 2013 - 2020

- Performed the full range of pre-award, award, and post-award action for over 100 service and supply contracts.
- collaborated with senior leadership, customers, and contractors while providing sound business advice.
- Advised Contracting Officers on award determination for service/supply contracts, without protests and saved \$1,000,000.00 million in funding.
- Negotiated 43 service & supply contracts and 3 construction contracts.
- Conducted market research, analyses, and risk assessments.
- Lead planning meetings and developed acquisition strategies or milestones.
- Assisted customers in developing performance work statements and statement of works, which improved the quality of purchase request.

Contracting Specialist

Delta Corporation - 2008 - 2013

- Italy 40 hrs./week, \$65,000/year P 803-885-8809 May Contact Deployed to Africa with a \$150k warrant.
- Closed out 50 contracts valued at over \$8,700,000.00.
- De-obligated over \$70,000.00 in excess funds.
- Trained and oversaw 40 Field Ordering Officers (FOO) while in Africa accounting for over 500 actions valued at over \$55,000.00 Perform full range of pre-award, award, and post-award action for over 100 service and supply contracts.
- Proficient in planning, managing, executing, administering, and awarding contracts.
- Ability to collaborate with senior leadership, customers, and contractors while providing sound business advice.
- Advised Contracting Officers on award determination for service/supply contracts, without protests and saved \$860,000.00 in funding.

EDUCATION

Bachelor of Science in Temple - (University of Phoenix)