

ROBERT SMITH

Program Consultant I

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SUMMARY

Accomplished Administrative with experience in Business Administration, Human Resource & Business Development. Proven ability to support a large number of projects at once.

SKILLS

Analytical Skills, Management.

WORK EXPERIENCE

Program Consultant I

ABC Corporation - December 2013 – April 2014

- Managed sales, transition, and delivery of companys products and services.
- Obtained contact information of potential customers through cold calling, internet research, and emailing Initiate and build relationships.
- Performed complex analysis to identify business requirements, priorities, and recommendations.
- Identified and qualified new customers based on the companys business model and guidelines.
- Compiled and provided business analysis results for strategic planning and decision making.
- Conducted competitive marketing research and customer need analysis to identify new business opportunities and expansions.
- Managed customer meetings with internal teams for project development and delivery activities.

Program Consultant

Flip Labs, LLC - 2010 – 2013

- Launch and drive initiatives which promote responsibly sourced, traceable seafood and ocean health.
- Oversee organization, planning and production of Seattles inaugural Sustainable Seafood Week in promotion of sustainable seafood initiatives.
- Collaborate with chefs, restaurants, corporate partners, non-profits, social enterprises and other stakeholders to create and coordinate activities and events.
- Part of the team to launch and drive a sustainable seafood initiative for the Paul G. Allen Foundation called Smart Catch.
- Since May, over 75 restaurants have joined the certification program created by chefs for chefs to recognize restaurants working toward ensuring an abundant supply of seafood for generations to come.
- Skills Used Program Development, Program Management, Community Initiatives, Event Planning, Development, Fundraising, Strategic Partnerships, Business Development.

SCHOLASTICS

- Bachelor's in computer science - 2002(Bharathiyar University - India)