

ROBERT SMITH

Division Chief II

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Senior Government manager experienced at directing mission, leading people, and program management. Service oriented. Strong problem solver and works collaboratively, excellent communicator. Consistently exceeds performance standards. Project Management Professional (PMP) certification scheduled.

JUNE 2013 - MAY 2016

DIVISION CHIEF II - ABC CORPORATION

- Deployed twice to provide training and support to tactical formations in combat.
- Provided engineering input and field feedback.
- Developed and coordinated cross-functional policy and process initiatives in support of the Air Mobility Commands Expeditionary Combat Support Division.
- Directed agile capabilities-based planning efforts for the United States Air Force (USAF) to determine the commands ability to accomplish mission-essential tasks.
- Utilized outstanding interpersonal communication skills to build alliances and convince management regarding procurement administration, performance assessment, budget formulation and execution, audit and assessment results, government property stewardship and policy development.
- Delivered clear and concise written/verbal communication to ensure comprehension by diverse audiences.
- Reviewed technical documents to provide contractual, business, and administrative oversight.

2011 - 2013

DIVISION CHIEF - DELTA CORPORATION

- Led more than 125 civilian, military, and contract personnel executing 24x7x365 cyber operations supporting foreign intelligence requirements.
- Duties include assigning work, performance objectives and evaluations, promotions and awards, strategy, professional development of the workforce, technical coaching, mentoring and administrative duties.
- Reorganized and logically separated missions based on initial access, sustained access, and telecommunications systems.
- Cyber operations underpinned 1,000+ new access points, 250+ SIGINT products, and 250+ tactical operations.
- Defined and implemented training criteria.
- Authored qualification requirements.
- Approved mission certification of personnel.



EDUCATION

Masters in Science - (University of Maryland)

SKILLS

Microsoft Office Suite, Management.