# **Robert Smith**

# Associate Health Officer

# **PERSONAL STATEMENT**

Postgraduate student (Doctor of Public Health - Health Advocacy and Leadership) at Capella University and a public health professional with more than 4 years of work experience from a broad spectrum of health and public health sectors including health care provision as a physician and public health program management as a program officer of planning, developing, monitoring, and evaluating of public health programs; excellent research skills and dedication to research on various public health topics.

#### **WORK EXPERIENCE**

### Associate Health Officer

# Florida Department Of Health In Seminole County - 2013 - 2020

### Responsibilities:

- Assisted Health Project Manager and Health Manager with the monitoring and evaluation of the health program through clinic supervision, data collection and collecting beneficiary feedback to ensure the quality of program is maintained.
- Supervised the clinical and registration data collection in the mobile medical clinic, ensuring data is entered into the database.
- Collated and disseminated weekly and monthly reports to meet the reporting requirements and deadlines set by Medair, Department of Health, WHO/UN agencies and Donors.
- Administered medication Provided healthcare to all campers Treated minor cuts, scrapes and illnesses.
- Responsible for inspecting over 400 eating and drinking establishments.
- Coordinated the assessment, planning, and implementation of public health programs for the County.
- Responsible for aligning community needs with local resources to improve the health of Seminole County residents.

# Health Officer

# Delta Corporation - 2011 - 2015

#### Responsibilities:

- Directs, supervises, and evaluates programs including environmental health, nursing, laboratory, dental health, prenatal maternity services, WIC, Healthy Start, family planning, immunizations, communicable diseases, and vital statistics.
- Oversee the development and performance of an annual budget of \$13 million which includes 200+ employees.
- Assess and provide crisis intervention including referrals for services, safety plans, and hospitalization after agency hours to patients in need.
- Collaborate with a team of professionals such as doctors, nurses, and police officers to determine appropriate methods of intervention and follow-up.
- Maintain accurate and detailed documentation in compliance with Medicaid and agency standards.
- Coordinated medical transport to local hospitals if needed.

# **CONTACT DETAILS**

1737 Marshville Road, Alabama (123)-456-7899 info@qwikresume.com www.qwikresume.com

# **SKILLS**

IV Therapy, Assessment, Alternative Medicine, Camp Nurse, Obstetrics, Home Health, Nutritionist, Manual Therapist With Bowen Therapy.

# **LANGUAGES**

English (Native)
French (Professional)
Spanish (Professional)

### **INTERESTS**

Climbing Snowboarding Cooking Reading

#### REFERENCES

Reference - 1 (Company Name) Reference - 2 (Company Name)

