# **ROBERT SMITH**

## **Supervisory Special Agent II**

E-mail: info@qwikresumc.com Phone: (0123)-456-789

#### **SUMMARY**

Recovered over 6 Million Dollars in lost and misappropriated funds in a single investigation. Mentored three Special Agents through the process of application to their selection as Supervisory Special Agents. Directed over 1200 felony investigation reports while maintaining an 80% solve rate. Chosen over peers to manage an investigative team at a secondary location; received, investigated, and completed twice the number of investigations as the main office.

#### SKILLS

Financial Investigations, Criminal Investigations, National Security Investigations, Intellectual Property Rights Investigations.

#### WORK EXPERIENCE

### **Supervisory Special Agent II**

ABC Corporation - October 2007 - May 2010

- Executed and performed in-depth evaluation of potential fraud directed at payments system.
- Developed and established complex investigations that may involve high dollar amounts and sensitive issues and assessed these matters in terms of possible referral to the office of the inspector general.
- Analyzed deviant claims billing and practice patterns by researching through the internet and data analysis tools.
- Prepared written reports and thoroughly communicated findings and conclusions regarding audit results
- Identified and reported procedures, processes or other factors that may make the program vulnerable to fraud.
- Investigated handling of various transactions and accounts to bring out inefficiencies and fraudulent activities.
- Responsible for analyzing business processes, information and new systems.

#### **Supervisory Special Agent**

Delta Corporation - 2004 – 2007

- Audit Gaming Operations for 52 tables, 700 seat bingo, at 3 Tribal properties.
- Enforcement of financial compliance with federal, tribal and state regulations.
- Customs Service, Office of Investigations, Buffalo, New York, Senior Special Agent, December 1988 - December 2001.
- Was transferred to the Directors Office to assist in the creation of the Directors Research Group, which prepared materials and briefings to assist.
- As a supervisor in the Inspection Division, I conducted inspections of various Field Offices and FBIHQ components.

- Served as the Inspection Division Security Officer, following my completion of FBI Security Officer training.
- As a Supervisor in the Laboratory Division, I was trained as a Drug Expert Witness and, as a Certified FBI Legal Instructor, assisted in preparing.

### SCHOLASTICS

