

Division Chief

ROBERT SMITH

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Objective

Expert in all areas of intelligence operations, international policies and laws, methodologies and analytical applications. Developed policy and provided technical advice on a broad range of matters. Tested expert in organizational design, performance management, change management and training.

Skills

Word, Excel, Power Point, Customer service.

Work Experience

Division Chief

ABC Corporation - May 2011 - May 2012

- Created and executed an Organizational Effectiveness.
- Reviewed of Commands Foreign Disclosure Office covering seven major functional areas, measured across 11 evaluation criteria.
- Studied best practices at Central Command, Southern Command and European Commands Intelligence Fusion Support International Foreign Disclosure Office.
- Study resulted in a 75 page comprehensive report recommending substantive changes in organizational structure, institutionalizing training across the departments and building staff.
- Recommended creating a national foreign disclosure certification program and a career track for federal employees.
- Wrote, and staffed eight successful Exceptions to the National Disclosure Policy supporting sharing critical classified military information with governments and key international organizations.
- Developed rules of engagement delineating clear lines of communications and administrative rules.

Division Chief

Delta Corporation - 2006 - 2011

- Supervised 25 social scientists and all-source analysts in Germany and Djibouti.
- Selected by senior management to serve as Deputy Division Chief of Africa Command.
- Tasked to discover, develop, assess and disseminate socio-cultural knowledge of 53 nations and 800 languages/dialects across Africa.
- Senior Advisor to the Division Chief for socio-cultural research, organizational effectiveness, operations and information dissemination.
- Supervised, four Branch Chiefs and two team leaders.
- Directed development of divisions policies, best practices and staff processes.
- Assessed organizations effectiveness and instituted sound management and processes and practices.

Education

Diploma - (Federal Executive Institute)