

# ROBERT SMITH

## Mediator/

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### SUMMARY

Over 35 years business, consulting and legal experience including SEC public company experience and investment banking, consulting and real estate construction and development. EXECUTIVE PROFILE Public company legal affairs, Operations executive and Board Member. Extensive transactional experience, including, public offerings, private placement and M&A transactions and commercial real estate and construction.

### SKILLS

Microsoft Office, ADP.

### WORK EXPERIENCE

#### Mediator/

Jubilee Healthcare. Inc - 2007 – 2020

- Reasonable accommodations may be made to enabled individuals with disabilities to perform the essential functions.
- Worked with managers, supervisors, and employees to prevent and resolve problems and to build constructive relationships in the work environment.
- Conducted analysis of and recommend solutions to specific individual problems or cases.
- Analyzed the underlying forces and practices that cause problems and recommend corrective measures to eliminate the root cause.
- Responsible for monetary action; to be sure money amounts are correct during times of audit and at the end of shifts.
- Required to assist customers with any questions they may have about products, procedures, and any other information.
- Responsible for providing shipping service for customers who may need it.

#### Mediator

ABC Corporation - 2003 – 2007

- NOTABLE ACHIEVEMENTS AND PERSONAL EXPERIENCE(S) INTERNSHIP Mediator Neighborhood Justice Center Honolulu, HI Worked with all Hawaii Small Claims Courts through Neighborhood Justice Center.
- Assembled and put together all teaching material(s) and book portfolios used for Mediation classes provided by Neighborhood Justice Center for potential court Mediators.
- 1994 Kahuku High School Kahuku, HI 96731 Grade 9th - Grade 12th Set up Mediation with Peers.
- Involved were Teachers, Counselors, Students and sometime with Parents of Students.
- Intermediate Mediation Program.
- Volunteered services.
- September 1987 - December 1991.

## SCHOLASTICS

- Doctor of Mediation in D.Med - (Graduate Theological Foundation)