

Robert Smith

Supervisory Special Agent

Phone (123) 456 78 99

Email: info@qwikresume.com

Website : www.qwikresume.com

LinkedIn: [linkedin.com/qwikresume](https://www.linkedin.com/qwikresume)

Address: 1737 Marshville Road, Alabama

SUMMARY

Law enforcement professional with 8 years of progressively responsible experience in directing and leading law enforcement, investigation goals and objectives. Manager with 3 years of experience overseeing personnel, training & equipment. Leader experienced in organizing, directing, and motivating a diverse work force.

SKILLS

Microsoft Office, Problem Solving.

WORK EXPERIENCE

Supervisory Special Agent

ABC Corporation - 2012 - 2015

- Oversaw special agents, conducting investigations, including violent crimes and terrorism.
- Directed department of 50 staff members (20 FBI agents and 30 professional support associates), ensuring all personnel adhered to rules, policies and standards.
- Scheduled case assignments for team and oversaw Coordinators to ensure timely implementation of agenda.
- Trained, mentored, reprimanded employees.
- Conducted internal audits to maintain integrity of department.
- Managed budget of \$500,000 for national and overseas covert investigations.
- Oversaw Atlanta flight operations, including training and scheduling operations for 6 certified FAA/FBI pilots and maintenance for 4 FBI aircraft.

Supervisory Special Agent

Delta Corporation - 2007 - 2012

- Established operational objectives and work plans and delegated assignments to team members.
- Supervised a five person team of military and civilian personnel.
- Oversaw relationships with team members, partners, third parties and clients to define, develop, deploy, operate and maintain technology solutions.
- Reviewed and prepared documentation activities for the management of detainees of prosecutorial interest.
- Led AFOSIs largest team of investigators at 32 locations in two overseas theaters & US - Developed pivotal strategic relationships with .
- Drove operational increase/improvements in all relevant categories; Counterintelligence reporting up 225%, Fraud investigations up 11% and death case .
- Executive level leader of 300 plus members at 17 high threat units across South West Asia - Oversaw, managed and led various personnel, operations .

EDUCATION

Bachelor of Arts in Government - (FLORIDA STATE UNIVERSITY - Tallahassee, FL)