

Kristine Baffo

SKILLS

Technical - **Software Tools:** Excel, PowerPoint, Word, Tableau, SPSS | **Markup Languages:** HTML5, CSS

Non-Technical - **Data Collection:** Qualitative Research, Quantitative Research | **Management:** Project Management, Training/ Mentoring | **Communication:** Public Speaking, Content Development

FEATURED EXPERIENCE

Inside Edge Consulting Group – *Senior Project Manager*

September 2016 - PRESENT | Princeton, NJ

- Manage and present primary and secondary market research projects for healthcare clients by creating questionnaire, topical guides, and stimuli for market research projects
- Develop and manage collaborative healthcare stakeholder program and disease state awareness community programs with non-profit organizations and key opinion leaders
- Assist in pharmaceutical and medical device message testing for consumer campaigns to optimize audience relevance

Mathematica Policy Research – *Subcontractor Proposal Associate*

June 2015 - August 2016 | Princeton, NJ

- Manage contractual and budgetary negotiation with subcontractors and conduct quality assurance of subcontractor procurement documents to ensure compliance with internal procedures, FAR, and solicitation requirements

Middlesex County Prosecutor's Office – *Legal Extern*

March 2014 - March 2014 | New Brunswick, NJ

- Develop a better understanding of the criminal justice system and actors by observing ongoing legal proceeding and providing commentary and considerations to prosecutor

Ronald E. McNair Post Baccalaureate Achievement Program – *McNair Scholar*

December 2014 - May 2015 | New Brunswick, NJ

- Develop research proposal under the guidance of Rutgers University professor and presented findings and implementation plans at the Rutgers University McNair Undergraduate Research Symposium

EDUCATION

Rutgers, The State University of New Jersey – *Bachelors of Arts, Political Science - Cum Laude: 3.5 GPA*

August 2011 - May 2015 | New Brunswick, NJ

- American Politics and Public Policy Associates Certificate, Law and Leadership Learning Community
- Student Body President, Student Representative to the Board of Trustees, Rutgers University Senator