GAP SOLUTIONS
a System One company

Submitted to Amentum for ARPA-H STATS

NAME	JOB TITLE	PWS Tasks
Madji Lodoumgoto	PATIO - Intermediate Program Analyst	7.1.5; 7.2.1-7.2.7; 7.3.1-7.3.6

Job Responsibility	Qualifying Skills
Financial & Programmatic Budget Management: Assist in the development and oversight of program budgets, ensuring financial compliance and alignment with organizational priorities.	· Coordinated the planning and development of a $120M trans-NIH consortia (Bridge2AI Program), ensuring effective resource allocation and strategic financial oversight. · Tracked progress and evaluated reports for seven Bridge2AI sites, summarizing findings to support budget planning and allocation. · Implemented process improvements for program performance tracking, leading to optimized financial planning.
Strategic Business & Administrative Operations: Support leadership in business, administrative, and programmatic decision-making by providing data-driven insights and process improvements.	· Supported programmatic operations at the National Human Genome Research Institute (NHGRI), NIH, analyzing funding data and program reports for leadership decision-making. · Worked collaboratively with healthcare providers and administrative staff at Johns Hopkins Medicine, ensuring workflow efficiency and compliance with healthcare policies. · Managed office operations and staff as a Dental Office Manager, developing administrative processes to improve operational effectiveness.
Program Tracking & Process Optimization: Monitor and assess program performance, implementing process improvements to enhance operational efficiency.	· Designed and executed process improvement initiatives at NHGRI, optimizing program management and ensuring project success. · Managed patient access and scheduling workflows at Johns Hopkins Medicine, enhancing operational efficiency and patient care coordination. · Led strategic initiatives and governance efforts as a Board Member for Future Link Nonprofit Organization, advocating for programmatic improvements.

Education

University of Maryland Baltimore County (UMBC) Baltimore, MD
B.S. in Translational Life Science Technology: Bioinformatics Track   **May 2023**

Experience

National Human Genome Research Institute, NIH Bethesda, MD
Scientific Program Analyst   **June 2023-Present**

· Coordinate the planning, analysis, development, and implementation of a $120M trans-NIH consortia: Bridge to Artificial Intelligence (Bridge2AI) Program
· Track the progress of the 7 Bridge2AI sites by reviewing and summarizing their annual and quarterly reports. Completed an in-depth analysis of a Request For Information from the scientific community about the artificial intelligence landscape in biomedical research

· Designed and implemented process improvement initiatives to optimize program performance and outcomes.

Suburban Hospital, Johns Hopkins Medicine Bethesda, MD
Patient Access Coordinator   **March 2020 – August 2023**

· Worked collaboratively with healthcare providers, administrative staff, and insurance companies to streamline processes and improve workflow efficiency.
· Ensured compliance with healthcare regulations and policies, maintained accurate patient records, and facilitated communication among departments to optimize patient care and access.
· Efficiently managed patient scheduling, coordinated referrals, and ensured accurate patient registration in the healthcare system.

Dr. Isaac Adedara, DDS. Dental Clinic Silver Spring, MD
Office Manager and Dental Assistant   **March 2019 – March 2020**

· Oversaw daily office operations, making sure there was efficient workflow and productivity.
· Managed office staff, delegated tasks, and provided training and support to acquire high standards of performance and customer service
· Served as the primary point of contact for clients, addressing inquiries and resolving concerns to ensure client satisfaction
· Assisted the dentist during various dental procedures, making sure patients were comfortable and informed throughout their treatment.

LEADERSHIP & INVOLVEMENT

Future Link Nonprofit Organization Rockville, MD
Board Member October 2023 – Present

· Elected as a board member for the organization, advocating for the needs of students from underserved communities.
· Provided strategic direction and governance to support the organization's mission of assisting students from underserved communities in their journey to college and career success.

University of Maryland Baltimore County Baltimore, MD
Biotechnology Club Secretary August 2021– May 2023

· Spearheaded monthly meetings, fostering a supportive and inclusive environment for undergrad students to learn about opportunities in the Biotechnology field
· Maintained an open-door policy, consistently available to support students, helping to build confidence and resilience in navigating STEM fields

SKILLS

•Leadership • Project Management • Teamwork • Communication •Effective Listening • Time Management • Organizational Skills • Fluent in French• Data Analysis • Employee Training and Development