Submitted to Amentum for ARPA-H STATS

NAME	JOB TITLE	PWS Tasks
Cristina Rios	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: Develop, track, and manage program and office-level budgets to ensure alignment with financial guidelines and strategic priorities.	· Managed multiple complex projects and budgets as a Product Launch Lead at GeneDx, ensuring on-time and on-budget project delivery. · Developed and tracked program budgets, optimizing workflows and streamlining operational costs while maintaining efficiency. · Led project cost management, vendor negotiations, and financial planning to support healthcare and biotech initiatives.
Strategic Business & Administrative Operations: Provide leadership with data-driven insights on business, administrative, and programmatic matters to enhance decision-making and efficiency.	· Provided programmatic analysis and insights as a Scientific Program Analyst at GAP Solutions, evaluating scientific programs and recommending operational improvements. · Led cross-functional coordination efforts, managing internal and external stakeholders to drive project execution and workflow optimization. · Developed data-driven reports and presentations, translating scientific and technical findings into actionable recommendations for leadership.
Acquisition & Compliance Support: Assist in the development and execution of acquisition processes, ensuring compliance with financial and regulatory requirements.	· Ensured compliance with Good Clinical Practice (GCP) standards, maintaining regulatory adherence while leading new product validation at GeneDx. · Managed technical and regulatory documentation, ensuring operational workflows aligned with healthcare industry standards. · Coordinated acquisition processes, ensuring the timely procurement and deployment of essential resources.

Education

Georgetown University, Washington, District of Columbia
Master of Science in Biotechnology   **2011**

Universidad Autonoma de Coahuila, Torreon, Mexico
Bachelor of Science in Biochemical Engineering   **2007**

Experience

GAP Solutions, Bethesda MD, Scientific Program Analyst   **2023-Present**
· Researches, interprets and summarizes background materials from a variety of scientific sources.
· Prepares scientific and programmatic materials such as tables, graphs, slides and abstracts by assimilating and mastering the scientific data and programmatic context for use at presentations, meetings and regulatory submissions.
· Conducts searches for material for a specific programmatic need and/or presentation; use a database to search for material as necessary.
· Works with staff to identify key issues and track action items and tasks, providing deadline reminders to Program staff and update and maintain spreadsheets of relevant information.

- Plans, organizes and participates at a senior level in technical meetings and consultations.
- Organizes and coordinates program activities; manage agendas, meetings, background materials and minutes.
- Provides project management support for large and/or complex projects with internal and external stakeholders and other project participants.
- Analyzes existing scientific programs and makes recommendations for improvement.

GENEDX, Gaithersburg MD, Product Launch Lead, Project and Process Development   **2018-2023**

- Managed multiple simultaneous complex technical projects in a timely manner by preparing project plans, defining schedules/timelines, budgeting and managing vendors using project management tools, resulting in on-time and on-budget delivery.
- Provided internal and external team communication management by preparing standard status reports, meeting minutes, and by leading kick-off and project status update meetings.
- Established new project processes and streamlined existing ones by improving current workflows/SOPs and evaluating new approaches in accordance with Good Clinical Practice (GCP) resulting in increased efficiency and cost savings.
- Facilitated successful project completion through high-level collaboration and coordination in a matrix-environment with multidisciplinary teams (scientists, clinicians, executives, project costumers, industry partners and research collaborators).
- Successfully led the development and validation of new diagnostics assays and technologies, from conception to launch, as well as modifications to existing tests in production, through effective coordination and organization of processes.
- Demonstrated cross-functional program leadership by launching new products and improving existing ones, with a focus on design control and new product introduction in a clinical laboratory environment.

GENEDX, Gaithersburg MD, Analysis Lead, Copy Number Variation (CNV)   **2014-2018**

- Managed all operations of the CNV analysis department, including optimizing turn-around-time performance, conducting team trainings, implementing new tests, and updating existing ones.
- Managed a team of four junior and senior analysts, providing guidance and support to ensure efficient workflow and timely completion of projects.
- Developed and implemented an analysis prioritization system that led to a 40% reduction in turnaround time for all exon level assays.
- Represented the CNV analysis team during inter-department discussions for strategy and project development, providing valuable insight and expertise.
- Served as the primary analysis expert for all exon level CNV testing technologies, ensuring high-quality and accurate results for all testing.

GENEDX, Gaithersburg MD, Senior Molecular Genetics Analyst, Microarray   **2014**

- Provided technical and operational support for all analysis workflows for single gene testing.
- Ensured that all clinical cases were completed according to established standard operating procedures and that turnaround times were met.
- Validated testing protocols, modified operating procedures and continually monitored quality control metrics related to the analysis of patient data.
- Supervised and trained interns and junior analysts which resulted in improved coordination and efficiency within the Microarray laboratory.

GENEDX, Gaithersburg MD, Molecular Genetics Analyst, Microarray   **2013- 2014**

- Analyzed aCGH, aCGH + SNP, qPCR, and MLPA clinical data for the purposes of detection of deletions/duplications at the chromosome and/or exon level.
- Played an active role in the development and validation of new testing protocols by providing valuable input and assisting with planning of the analysis components.

· Collaborated effectively with array team managers and supervisors to identify priority tests and direct the analysis workforce accordingly.

GENEDX, Gaithersburg MD, Molecular Genetics Technologist, Microarray   **2012- 2013**

· Conducted single gene and whole genome copy number testing to produce high-quality clinical data.
· Validated testing protocols, optimized operating procedures, and continuously evaluated quality control metrics to ensure accuracy and reliability of test results.
· Proactively identified areas of improvement for laboratory test performance and developed and implemented innovative solutions to improve efficiency and productivity.

National Institute of Standards and Technology, Gaithersburg MD,
Guest Researcher- DNA Science group, Biochemical Science Division   **2011-2012**

· Coordinated the setup, implementation and standardization of the comet assay technique for the evaluation of the genotoxic effects of different nanoparticles on NHBE cells.
· Collected and analyzed quantitative data using image analysis by Epifluorescence Microscopy, Nikon Elements, and Comet Score software to assess the toxicology of various nanomaterials.

DNA Diagnostica Molecular Diagnostics Laboratory, Torreon, Mexico
Forensics Laboratory Supervisor   **2006-2010**

· Performed DNA and RNA isolation, PCR/qPCR/RT-PCR, PCR-based genotyping, and experimentation.
· Implemented and standardized new molecular identification methods, trained team members on new techniques, and managed new project development.
· Identified and resolved technical problems to ensure the timely completion of projects.

TECHNICAL SKILLS

Applications: Microsoft Office Suite, Microsoft Teams, Microsoft SharePoint, Google Suite, Zoom, Smartsheet, Confluence, Slack, Lucidchart, Visio, Miro, LIMS.

Technical: Project management, task management, budget planning, business development, technical writing, data analysis.

LANGUAGES

Fluent in English and Spanish
Conversant in French
Basic Portuguese