ROBERT SMITH

Business Liaison

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An emerging business Business Liaison professional seeking to work in a challenging and stimulating environment with the opportunity to utilize my current proficiencies, enhance my experience and enrich my knowledge to contribute to the growth of an organization.

EXPERIENCE

Business Liaison

ABC Corporate - DECEMBER 2016 – 2022

- Assisted business owners with documenting and formalizing detailed Quorum applications (QPTM, TIPS, QDOD, ESUITE, and QQM) system requirements.
- Collaborated with third party vendors as well as internal resources to develop and deploy support and project solutions (e.g., configurations) to achieve business requirements.
- Led role in production support and issue resolution management activities including approving and monitoring both Capital and Expense budgets and the management of all Statements of Work (SOW) and Quorum application Support agreements.
- Interpreted existing Sarbanes-Oxley (SOX) controls and applies to existing and proposed processes to ensure compliance.
- Developed and maintained processes to verify that physical pipeline receipt and delivery volumes match contractual volumes to ensure that the pipelines are fully allocated and balanced.
- Participated in Shipper Services department and company initiatives to include revising Tariff language to eliminate ambiguity or in support of new transportation services.
- Partnered with, and advises Gas Scheduling team with defining and improving overall scheduling processes.

Business Liaison

Delta Corporation - 2014 – 2016

- Responsible for organizing and coordinating events to co-brand and market the company and artists.
- Seek, secure and maintain a sponsorship databases, advertisers and celebrity/entertainer contact list.
- Required to supervise all events and staff.
- Addressed any and all concerns for 150% satisfaction.
- Perform registration, insurance verification, and initial financial counsel to all patients throughout the emergency department Responsible for all .
- Work with emerging artistes and artists to develop their brand

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recognition.
- Engage and mentor young men in the inner cities via seminars and workshops on how to use creative writing and creativity to accomplish their goals .

EDUCATION

- Masters In English Program

SKILLS

Microsoft Office, Quorum, Business Objects, Right Angle, Contract Negotiation.