

Chief Of Operations

ROBERT SMITH

Phone: (123) 456 78 99
Email: info@qwikresume.com
Website: www.qwikresume.com
LinkedIn:
linkedin.com/qwikresume
Address: 1737 Marshville Road,
Alabama.

Objective

Position requiring a motivated, detail oriented professional to apply analytical and organizational skills, with the ability to multi-task to contribute and meet company objectives.

Skills

Decision Making & Problem Solving/Administrative.

Work Experience

Chief Of Operations

ABC Corporation - August 2006 - September 2012

- Directed all aspects of the organization with full P&L responsibility.
- Priced, wrote and produced proposals for both United States Government, foreign governments and private sector solicitations.
- Created reporting structures and information flow within the organization.
- Instrumental in the award of multiple contracts and business ventures, profiting the company more than net 51 million USD.
- Established operational budgets for the various departments.
- Trained and managed thirty supervisors and mid level managers and achieved significant improvements in their productivity.
- Recruited, selected and appointed department heads.

Chief Of Operations

Delta Corporation - 2004 - 2006

- Manage daily operations of 15 provider medical practice.
- Oversee medical practice annual budget of \$7M Allscripts Professional EHR v.14 Administrator Centricity Administrator Daily Accounting Personnel .
- Coordinating and tracking the execution of all division operation orders, task, and directives to subordinate units.
- Served as the companys Special Projects Officer for new equipment fielding and training.
- Supervise 27 personnel in the operations of the base telecommunications and information processing centers in support of a multi-faceted, 30,000 .
- Plan, organize and manage all systems operations with equipment valued at over \$2 million.
- Successful oversight and start-up of remarketing company, managing crew of 8 employees Oversight of complete remarketing operation including .

Education

Associates of Arts in Criminal Justice - (Central Wyoming College - Riverton, WY)