

# ROBERT SMITH

## Assistant Chief Of Operations

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Chief of Operations (COO) reports directly to the President and serves as the member of the Senior Leadership Team. The position oversees the planning, organizing, coordination, budgeting and management of Plant Operations (including maintenance, custodial, and grounds).

**JANUARY 1982 - NOVEMBER 1998**

### **ASSISTANT CHIEF OF OPERATIONS - ABC CORPORATION**

- Implemented and maintained firewalls, series switches and security appliances.
- Reviewed logs for all networking devices for unresolved abnormalities and problems.
- Troubleshoot and maintained all networking devices and infrastructure across the enterprise including switches, routers and firewalls.
- Communicated with vendors to resolve network outages and periods of reduced performance.
- Kept up-to-date on new developments in computer and network vulnerabilities, data hiding and encryption.
- Documented all server and network problems and other unusual events in detail.
- Upgraded and expanded network systems and their components.

**1978 - 1982**

### **CHIEF OF OPERATIONS - DELTA CORPORATION**

- Authored firms project management system, and spearheaded company-wide CRM utilization.
- Developed revenue growth solutions, and implement operational changes for branch office.
- Managed collaboration between operations, compliance, 3rd party sales, and portfolio management teams.
- Commander of the Headquarters company within the U.S.
- Army Office of Military Support, directly managed daily operations and training requirements of 245 Soldiers, Sailors, Airmen, Marines and DoD .
- Programmed, forecasted and managed multi-million dollar operating and training budgets Worked closely with private industry and fielding of .
- Ensured seamless and reliable operation of 180 employees providing global, secure communications (voice, video, and data) capability to the President .

## **EDUCATION**

Bachelor of Applied Arts and Sciences, Summa Cum Laude, GPA 3.95 in Applied Arts and Sciences, Political Science, Intelligence Studies - (TEXAS STATE UNIVERSITY - San Marcos, TX)

## **SKILLS**

Proficient In Microsoft Office, Excel.