

# ROBERT SMITH

## Regional Program Manager III

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Dynamic, result-oriented decisive leader who is highly motivated, entrepreneurial, analytical, and driven by new challenges and passion to serve others. Superior interpersonal and communication skills. Capable of resolving multiple and complex issues. Experience directing all core business functions, including but not limited to operational management, project management, finance, human resources, staff & organizational development, risk management & patient safety, and information technology.

## EXPERIENCE

### Regional Program Manager III

#### Maxim Healthcare Services - JUNE 2014 - 2020

- Organized, managed, developed and provided quality customer service to a wide variety of multimillion dollar national accounts, including corporations, Healthcare Facilities, public entities and communities, for non-diagnostic health assessments and influenza vaccinations.
- Oversaw all operations in the Central Region and operations for Biometric Screening and Vaccination Clinics.
- Monitored Medi-Cal eligibility, applications, and Medi-Cal Treatment Authorization Requests (TARs).
- Communicated and developed relationships with various hospital systems to cover area of staffing needs.
- Managed existing accounts to develop custom programs and resolve issues.
- Created reports, presentations, trainings, and program manuals to help support clients.
- Supported contract requirements during bidding processes with clients.

### Regional Program Manager

#### Delta Corporation - 2010 - 2014

- Worked with school district administrators and teacher mentors to identify and select potential participants for TSTT program; Provided appropriate .
- Maintained the development and coordination of NAZCAREs Wellness Center and articulation with other departments and programs and programmatic .
- Ensured effective project documentation and reporting, while adhering to administrative and recordkeeping guidelines per NARBHA to support accurate .
- Partner with youth agencies to coordinate and execute wilderness mentoring expeditions for nearly 100 at-risk urban youth annually

Recruit, train, .

- On Site Manager for Hewlett Packard and Avago.
- Planned, controlled, and directed overall program and operational activities for the Juvenile Detention Center.
- Scope of responsibilities included; Staff recruitment, development, and evaluations to ensure compliance with mandated policies and procedures; .

## EDUCATION

- B.A. in International Studies - (University of California - La Jolla, CA)

## SKILLS

Program Management, Healthcare, Account Management.