

Senior Portfolio Manager

ROBERT SMITH

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Objective

Innovative, team oriented executive leader with extensive experience in progressively responsible management positions emphasizing collaborative volunteer and staff management, strategic business planning, broad range resource development, and public advocacy. Creatively combines sound business planning and program management skills with an inclusive, people centered leadership style.

Skills

Management, Microsoft, Budget Management, Portfolio Management, Demand Generation, Budgeting, Process Improvements.

Work Experience

Senior Portfolio Manager

ABC Corporation - 2013 - 2015

- Hired by VP of IT to support contract business for US and Canada from business case development to execution.
- Managed a team of PMs and BAs who create and drive the software development plans from initiation, planning, execution, monitoring and closure of the project process.
- Served as the liaison among business product owners, development and test.
- Cut average program delivery time.
- Developed and created a business case process that dramatically reduced the incidences of utilizing scarce resources on non-priority projects.
- Established a governance and prioritization process with the company leaders.
- Reduced the churn within the IT organization and aligned the staff across the enterprise.

Senior Portfolio Manager

Delta Corporation - -

- Managed a portfolio of investment properties for out of town clients.
- Responsible for all portfolio income, expenses, budgets, property maintenance and tenant relations.
- Managed investment portfolios of over \$1 M in assets, specialized in emerging markets investment Generated average gain of 30% during 2009 to 2010 .
- China and Brazil Managed a team of 3 analyst; recognized as the youngest executive in MCL Partners Group.
- Senior Portfolio Manager for BP/ARCO retail sites throughout San Diego County with annual revenue of approximately \$1.5 million.
- Areas of responsibility include management of technical and administrative personnel that supported the program, financial planning and forecasting, .
- Led development of US Air Force Medical Services business processes for Office of the CIO used to train program managers on organizational functions,.

Education

MA in Telecommunication Management - (Webster University)