

JANE DOE

Anycity, state | 111-222-3333

jane@gmail.com | Current Top Secret Government Clearance

Versatile leader and certified Program Management Professional with more than 20 years of specialized experience in business development, urban renewal, and finance. Proven accountability, overseeing programming for multibillion-dollar clientele. Entrusted to lead teams of 100+ on international missions to enhance U.S. interests in politically sensitive nations. Now offering a unique blend of enterprise-level program management and financial acumen to meet dynamic corporate requirements in a complex, fluid, and geopolitically charged economy.

PROFESSIONAL EXPERIENCE

Vice President, Sharps Bank, San Diego, CA

10/2023 to Present

Provide enterprise-level program and project oversight, planning, and execution for scalable end-to-end services and product development ranging from infrastructure development projects overseas to remediation programs for the bank. Create and implement new strategies and channels for business growth based on stakeholder needs and market trends. Lead and direct cross-functional integrated program teams of 30+ personnel from across the U.S. and internationally to support program costs, set schedule constraints, and identify performance objectives.

Value-Added Impacts & Results:

- Successfully led the full closure of 15 of 17 risk enforcement actions from the Federal Reserve Bank. As a result, released significant capital and collateral from Federal Reserve Bank.
- Established bank's first-ever documentation for remediation program's requirement lists, reviews, approvals, and way-forward processes.
- Grew the total deposits for a new institutional product under Liquidity Management Services at a key stakeholder agency from \$6B to \$21B over a three-year period.

Program Manager, Public/Civil Affairs Company, Oak Grove, KY

10/2017 to 09/2023

Trained and led a team of 32 of public affairs professionals divided into five teams. Directed programs to operate in hostile or politically sensitive environments, utilizing specialized tactics, techniques, and processes to affect human behavior favorably and counter threats to U.S. interests. Built rapport with foreign partners to improve food supply chains. Accountable for \$4M in equipment and supplies.

Value-Added Impacts & Results:

- Completed 200 civil affairs projects in partnership with foreign representatives in Spain and Japan, enriching key relationships.
- Hand selected to lead the company in civil networking projects for national development in the region. Successfully completed \$9.25B+ in humanitarian projects such as building libraries, repairing health clinics, and providing clean drinking water.
- Led 10 successfully multinational training exercises, resulting in validation of mission-essential capability requirements for the company.

Program Manager, Trendy Financials Inc., Rockville, WY

08/2014 to 10/2017

Supervised a team of 30 staff that developed new business opportunities through long-term strategic planning, capture planning, and development of proposals and business plans. Created new and alternative solutions and strategies for clients in the form of technical proposals, presentations, and conversation pieces. Created, reviewed, and finalized statements of work. Provided contract leadership for customer fact-finding and business negotiations. Managed and developed programs designed to increase bank revenue, stabilize deposit volatility, and especially increase the company's Liquidity Coverage Ratio, a key metric for indicating stability.

Value-Added Impacts & Results:

- Oversaw and expedited the acquisition of a \$3B hedge fund representing new business. Advised the fund organization on client identify verification, new-account creation, connectivity, checking accounts, Automated Clearing House, and other services across two continents.
- Led a Fortune 10 pharmaceutical/healthcare company's organizational restructuring to accommodate new financial tracking tools, including cash management, billing, and reporting.
- Directed development of a \$2B cash management solution for a global financial firm in which over 100 separate accounts were collated under a single organizational program.
- Created incentives for U.S. and overseas companies, expanding market offerings to 12 new countries and significantly increasing balances under management.

EDUCATION/CERTIFICATIONS

Master of Business Administration, Finance, University of Arizona, Tempe, AZ

Bachelor of Arts, English, University of Montana, Butte, MT

Program Management Professional, Program Management Institute