

# George Smith

## Government Program Specialist

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### Profile Summary

Goal-driven and dedicated Government Program Specialist with over 8 years of experience in driving public sector initiatives, managing large-scale programs, and enhancing operational efficiency. Strong analytical skills paired with a thorough understanding of governmental policies and regulations. Proven track record in leading cross-functional teams and collaborating with stakeholders to achieve strategic objectives within tight deadlines.

### Work Experience

#### Senior Program Analyst

U.S. Department of Health & Human Services  
15th April, 2018 - Present

- Led the planning and execution of a \$5M initiative aimed at improving healthcare access, resulting in a 20% increase in program efficiency.
- Developed strategic partnerships with over 15 health organizations to enhance service delivery and community outreach programs.
- Implemented a performance monitoring system, reducing project delays by 30% and improving stakeholder reporting accuracy.

#### Program Coordinator

Maryland State Government  
1st June, 2015 - 30th March, 2018

- Coordinated cross-agency collaborations, successfully managing a \$3M budget that increased community education programs by 40%.
- Enhanced public relations efforts with local media, leading to a 25% boost in community engagement and program participation.
- Streamlined internal processes and reporting frameworks, resulting in a 35% reduction in administrative workload.

### Education

#### Harvard University

Master of Public Administration  
1st Sep, 2013 - 31st May, 2015

#### University of Maryland, College Park

Bachelor of Arts in Political Science  
1st Sep, 2009 - 31st May, 2013

### Skills

Program Management, Policy Analysis, Strategic Planning, Public Relations,  
Stakeholder Engagement, Data Analysis

## **Notable Projects**

### **Rural Health Improvement Project**

Spearheaded a project aimed at enhancing healthcare infrastructure in under-served rural areas, leading to a 15% rise in healthcare quality metrics.

## **Certifications**

### **Certified Government Financial Manager (CGFM)**

Issued by Association of Government Accountants (AGA), 1st March, 2017

## **Awards**

### **Excellence in Public Service Award**

Awarded by U.S. Department of Health & Human Services, 12th Oct, 2021