

Experience

- ***Corporate Governance:***
 - Vice President & member of the Executive Leadership Team
 - Monthly communication to the CEO and quarterly Board of Directors briefings
 - Organizational planning – development of programmatic goals (strategic & tactical)
 - Reorganization planning & implementation
 - Adherence to the corporate operational framework
 - Promotion of shareholder value
 - Owner of risk register – counsel, documentation, maintenance, and retirement of risks

- ***Functional Management (Legal, Contracts, Procurement, and Cost & Pricing):***
 - Budget development for and the day-to-day management and coordination/collaboration of departments
 - Creation and implementation of functional training matrix
 - Cross-functional communication of strategic vision and programmatic direction
 - Staff empowerment and creativity through task/project delegation and promotion of a respectful work environment

- ***Legal:***
 - Risk – counsel, avoidance, mitigation, and write-off recovery
 - Compliance with corporate policy, Small Business Administration (SBA) regulations, and federal, state, and local laws
 - Contracts & Subcontracts – drafting, review, negotiation, maintenance
 - Vendors & Suppliers – qualification/certification, negotiation of universal agreements, insurance verification, compliance with prime contract
 - Proposals – Rough Order of Magnitude (ROM) development, RFP/RFQ review, evaluation and approval of technical and price volumes for risk and compliance
 - Supervision of outside counsel, oversight of claims/litigation, conflict resolution, and management of employee and other grievances
 - Policies & Procedures – drafting, communication, and implementation

- ***Relationship Building:***
 - Customer/Client Liaison – Internal functional areas, USG Contracting Officers, SBA representatives, Israeli Mission to the United States, Embassies of Bahrain & Pakistan, and various Ministry of Defense customers abroad
 - Industry partnerships – teaming agreements, joint ventures, and strategic alliances
 - Direct reports – promotion of trust and mutual respect through development, opportunity, and role modeling

○ ***Ethics & Responsible Business Practices:***

- Appointed Ethics Officer for 2,000+ union and non-union employees
- Development & implementation of training
- Code of Conduct policy/manual
- Investigation and resolution of violations
- Documentation and record keeping
- Coordination with internal functional areas

○ ***Training***

- Development & Presentation of Training Materials: Truth in Negotiations Act (TINA), Foreign Corrupt Practices Act (FCPA), False Claims Act (FCA), International Traffic in Arms Regulations (ITAR), SBA 8(a), Ethics, Responsible Business Practices