

**Public Health Dietitian Sample CV**  
**O-5/O-6, USPHS**  
**PHS#**  
**Phone; e-mail**

**PERFORMANCE:**

**Professional Experience (PHS or other Uniformed Service Section):**

**Senior Regulatory Program Manager**

Senior Program Management Officer Consultant, 0-6

AUG XXXX to Present

FDA/Center for Drug Review and Evaluation/Office of Oncology Drug Products  
Silver Spring, MD

*Primary duties*

Provided regulatory guidance to Pharmaceutical industry, scientists, congressional inquiries and patients regarding new drugs to treat cancer. Coordinated the legal and scientific issues during the review of New Drug Applications (NDA) and Investigational Drug Application (IND) submissions. Effectively managed resources from all disciplines, ensuring the timely review in accordance with federal regulations.

*Collateral duties*

Deployed to Hurricane Katrina, Team Leader, SEP 2005

Vice-Chair Oncology Coordinating Committee Pharmacogenomics Subgroup (involving FDA-wide staff), supporting the FDA Pharmacogenomics initiative. FDA representative for the PhRMA/FDA oncology working group

*Accomplishments/Impact*

**Successfully obtained written agreements** between FDA and Japan to allow for FDA's sharing of information with a foreign regulator. This accomplishment implemented the procedure for international sharing of confidential review documents, was adopted by the Agency and greatly improves communications between FDA and foreign regulators and expedited the review of drug applications.

**Technical advisor** for the FDA Cancer Drug Development Patient Consultant Program. This program allowed cancer survivors into the drug development trial design process to offer the patient point of view in clinical trial design.

**Promoted and coordinated a cross-discipline** program for recognition and reward of Division of Oncology Drug Products staff. This effort resulted in recognition of both civilian and PHS awards.

**Developed the resource for industry** titled "Best Practices for Submission of NDAs to the FDA". This allowed insight to improving the NDA submission process resulting in less time spent on fixing poorly put together submissions.

**Temporary Duty Assignment Senior Program Management Officer Consultant, 0-6**  
MAR XXXX to SEP XXXX  
FDA/Center for Drug Review and Evaluation/Division of Oncology Drug Products  
Rockville, MD

*Primary duties*

Provided regulatory guidance to Pharmaceutical industry, scientists, congressional inquiries and patients regarding new drugs to treat cancer; coordinated the legal and scientific issues of New Drug Applications (NDA) and Investigational Drug Application (IND) submissions. Effectively managed the resources from all disciplines, ensuring the timely review in accordance with federal regulations.

*Collateral duties*

FDA Representative: FNIH Biomarkers Consortium – Cancer Steering Committee

*Accomplishments/Impact*

**Expedited Drug Approval:** Successfully improved collaboration and internal and external communications during the drug approval process resulting in approving the drug Gleevec for patients with Chronic Myeloid Leukemia in half the time

**Senior Program Management Officer, Billet 0-6**  
MAR XXXX to MAR XXXX  
Centers for Disease Control and Prevention  
Division of Heart Disease and Stroke Prevention  
Atlanta, GA

*Primary duties*

Project Officer and technical advisor monitoring four WISEWOMAN cooperative Agreements  
Team Leader for program development (training) that includes determining project goals, objectives, and evaluation measures  
Team Leader and technical advisor for the WISEWOMAN Partner Program  
Liaison to the Pacific Island Jurisdiction Workgroup

*Collateral duties*

Liaison from the Division of Nutrition and Physical Activity to IHS Prevention Advisory Committee  
Deputy section chief for the Administration/Finance section, Tier 1, RDF 3  
Executive Board appointed member to the Intersectional Council Steering Committee, American Public Health Association charged with developing operation standards and providing technical assistance to APHA sections

*Accomplishments/Impact*

**Proposal co-author and technical advisor for special interest project** awarded to the Prevention Research Center at the University of North Carolina at Chapel Hill for the development of the Center for Excellence for Training and Research Translation

**WISEWOMAN Team Leader:** Successfully completed a technical update for the “A New Leaf, Choices for Healthy Living” curriculum used by eight of the WISEWOMAN funded projects

**Project Leader for the study:** “WISEWOMAN Integration and Efficiency Systems Model Development”. Successfully managed the development and implementation of five chapters to improve public health.

**Public Health Nutritionist/Nutrition Specialist, Billet 0-5**

NOV XXXX to MAR XXXX

Centers for Disease Control and Prevention

Division of Nutrition and Physical Activity

Atlanta, GA 30341

*Primary duties*

Project officer for WISEWOMAN cooperative agreements

Liaison from Chronic Disease Nutrition Branch to Cardiovascular Health Branch

Division of Nutrition and Physical Activity liaison to Indian Health Services for

Memorandum of Understanding between CDC NCCDPHP and IHS

*Collateral duties*

Liaison from the Division of Nutrition and Physical Activity to IHS Prevention Advisory Committee

Deputy section chief for the Administration/Finance section, Tier 1, RDF 3

*Accomplishments/Impact*

**Member of the Cardiovascular Health Coordinating** Committee for the National Center of Chronic Disease Prevention and Health Promotion

**Technical Consultant for the development of the course:** Drafted language for training tools used in the public health course titled “Nutrition and Public Health, A Course for Community Practitioners”. Developed and implemented 3 web-based public health education modules

**Coordinator for the center team** addressing cross-divisional training needs

**Supervisor Consumer Safety Officer, Investigations, Food and Drug Administration, 0-5**

JAN XXXX to NOV XXXX FDA/Office of Regulatory Affairs, Minneapolis, MN

*Primary duties*

Primary duty was as a First Line Consumer Safety Officer Supervisor (SCSO) at our Minneapolis District Office. Responsible for overseeing investigations unit of

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Consumer Safety Officers. The supervisor is responsible for the technical and administrative supervision of all unit employees which includes planning, assigning, reviewing, and evaluating the work and performance of those employees.

*Collateral duties*

Associate recruiter for PHS and FDA during a major two year hiring initiative. Advised and recruited two officers and held a recruitment booth at two universities. Interviewed over 50 applicants over a two year period. Conducted a local job fair resulting in over 100 attendees.

*Accomplishments/Impact*

**Incident Commander** for a Class I recall of Salmonella found in Dairy shake powder. Prevented contaminated product from being distributed nation wide and ultimately kept our food supply safe for the public.

**USDA Food Inspector, Department of Agriculture, Food Safety and Inspection Service, 0-4**

JAN XXXX to JAN XXXX

Food Safety and Inspection Service, Milwaukee, WI

*Primary duties*

Primary duties included working as a Food Inspector in a slaughter plant. Provided inspections of animals in privately-owned meat or poultry plants and ensured that products were fit to eat and under compliance with Federal laws. Inspections were performed before and after slaughter to guarantee that product was not contaminated and sanitation procedures were being maintained. This position was also responsible for performing quality control tests to ensure food was safe for consumers.

*Collateral duties*

Deployed to New London, CT, Joint Field Office for the TOPOFF 3 exercise

*Accomplishments/Impact*

**Incident Commander** for a Class I meat recall. Prevented contaminated product from being distributed nation wide and ultimately kept our food supply safe for the public.

**Professional Experience (prior to active duty)**

**Consumer Safety Officer, Billet 02/03**

JAN XXXX to JAN XXXX

FDA/Center for Drug Review and Evaluation/Division of Cardio-Renal Drug Products  
Rockville, MD

*Primary duties*

Liaison to drug companies and other sponsors throughout the developmental phases of new drugs to treat cancer  
Reviewed administrative aspects of IND/NDA submissions

*Accomplishments/Impact*

Successfully project managed over 100 IND applications and over 20 NDA applications.

**EDUCATION**

Masters in Health Care Administration, Madison University, 1998  
Bachelors of Science in Food & Nutrition, North Dakota State University, 1994

**Professional Licenses/Registration/Certifications**

Commission on Dietetic Registration  
Registered Dietitian since 1994  
Licensed in Maryland, since 1995  
BLS and CPR certified  
Personal Practices for ORA Supervisors and Managers, Certification 2009  
Compliance Law Certification 2009  
Level 1 Certified Inspector, FDA, 2004  
Level 2 Certificate of Training in Adult Weight Management, Commission of Dietetic Registration, 2010  
Level 1 Certificate of Training in Adult Weight Management, Commission of Dietetic Registration, 2005

**Additional Public Health Training**

Avian Influenza Training Response, 2008  
FDA Critical Path Initiative on the Move, 2008  
Aviation Training, Naval League Sea Cadet Corps, Pathfinders Division, 2007  
Emergency Response to Terrorism, 2007  
From Shock to Public Health Response: Coming to Understand the Impact of the World Trade Center Disaster on Health, 2007  
Preventive Medicine for Field Operations Response Training Program, 2006  
Public Health Emergency Preparedness, Providing Mass Medical Care with Scarce Resources, 2006  
Completed FEMA courses, 2006  
Secretary's Emergency Response Team Training, 30 hours, 2004  
BOTC/IOTC, 2002

**OFFICERSHIP**

**PHS Support Activities:**

D/N Professional Advisory Committee Professional Development Subcommittee:  
Created Professional Development subcommittee newsletter, reviewed PAC CV and CV

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Summary, 2009 - Present

Hurricane Katrina deployment, Liaison Officer - Selected as Team Leader, 2005

Presidential Inauguration deployment, Liaison Officer - January 20, 2005

Emergency Preparedness Committee member of the D/N Professional Advisory Committee; created, conducted and analyzed readiness survey, 2002 – 2005

Voting member and Chair Junior Officer Advisory Group (JOAG) Membership Committee; created and implemented membership application and appointment process, 2002 – 2003

PHS Officers Foundation for the Advancement of Public Health: Assessed recruiting materials and made recommendations to the PHS Foundation Research Project regarding the recruitment materials and marketing efforts available at schools of health sciences and public health around the country. This resulted in enhancing the ability to attract and retain the next generation of PHS Officers, 2002

Division Educator for the Commission Corp award procedures, Division of Oncology Drug Products Reviewer Recognition Coordinating Committee, 2001 – 2003

**Civic, Community, and Outreach Activities/Volunteer activities:**

Operation Second Chance Volunteer, fund raising and appreciation events, 2008 – present

Volunteer Adult Leader for the Naval League Sea Cadet Corps, Pathfinders Division, Aviation Training Drill, 2007

Food and Drug Administration (FDA) exhibit booth at the annual meeting of the Volunteered at the FDA Exhibit booth at the American Dietetics Association annual meeting, 2002

Grand Jury Indictment Committee, January – February, 2000

**Deployment:**

Appointed Team Leader, Hurricane Katrina deployment, Liaison Officer, SEP 2005

**Publications/Presentations:**

1. Cohen, M., Williams, G., Johnson, J., Duan, J., Gobburu, J., Rahman, A., Benson, K., Leighton, J., Kim, S., Wood, R., Rothman, M., Chen, G., U, K., Staten, A. and Pazdur, R. Approval Summary for Imatinib Mesylate Capsules in the Treatment of Chronic Myelogenous Leukemia. *Clinical Cancer Research*; 2002; 8: 935-942.
2. Dagher, R., Cohen, M., Williams, G., Rothmann, R., Gobburu, J., Robbie, G., Rahman, A., Chen, G., Staten, A., Griebel, D. and Pazdur, R. Approval Summary: Imatinib Mesylate in the Treatment of Metastatic and/or Unresectable Malignant Gastrointestinal Stromal Tumors. *Clinical Cancer Research*; 2002; 8(10): 3034-3038.
3. Presentation: Sharing Confidential and Trade Secret Information with Foreign Regulators, Division of Oncology Drug Products, JAN 2002.