

CR

Carlos Ramirez

Senior Federal Contract Specialist

ABOUT ME

I am a seasoned federal contract specialist with over 10 years of experience in managing high-value contracts and complex procurement projects. I excel in strategic negotiations, regulatory compliance, and team leadership, consistently delivering cost savings and enhanced operational efficiency.

CONTACT

 (123) 456-7890

 carlos.ramirez@example.com

 Dallas, TX 75201

 LinkedIn

EDUCATION

- Bachelor of Science in Business Administration
University of Texas
Dallas, TX | May 2009

KEY SKILLS

- Strategic negotiation
- High-value contract management
- Team leadership
- Regulatory compliance
- Process optimization

Announcement #: FY24-CON-0003

Job Title: Senior Contract Specialist

Citizenship: United States of America

Veterans' Preference: N/A

Highest Previous Grade: GS-11

Contact Current Employer: Yes

PROFESSIONAL EXPERIENCE

Senior Contract Specialist | Department of Defense, Dallas, TX
March 2014 – Present

- Managed contracts exceeding \$100 million and negotiated terms that reduced overall costs by 10%.
- Led a team of contract analysts to ensure adherence to federal procurement regulations.

Contract Manager | Federal Acquisition Service, Dallas, TX
January 2010 – February 2014

- Oversaw vendor negotiations and contract performance reviews, streamlining procurement processes.
- Developed and implemented strategies that improved contract management efficiency by 18%.