



Jack Evans

Acquisition Program Manager

CONTACT



(123) 456-7890



email@example.com



LinkedIn | Portfolio



Denver, CO 80202

KEY SKILLS

- FAR/DFARS compliance
- RFP/RFQ management
- Schedule-risk assessment
- Stakeholder coordination
- Procurement workflows

EDUCATION

M.S. in Engineering Management

George Mason University, Fairfax, VA
May 2015

B.S. in Mechanical Engineering

Virginia Tech, Blacksburg, VA
May 2013

ABOUT ME

Acquisition program manager with seven years in defense contract lifecycle management. Skilled in RFP/RFQ processes, compliance oversight, and schedule optimization.

PROFESSIONAL EXPERIENCE

Acquisition Program Manager | July 2019 - Present

DefenseTech Solutions, Arlington, VA

- Oversee 12 DoD contracts totaling \$150 M, maintaining 100% compliance with FAR/DFARS
- Lead cross-functional teams to reduce RFP response time by 30%
- Implement schedule-risk assessments, improving on-time delivery from 75% to 90%

Program Coordinator | June 2015 - June 2019

DefenseTech Solutions, Arlington, VA

- Managed procurement documentation and stakeholder reviews for \$50 M+ contracts
- Streamlined invoice-approval workflows, cutting processing time by 40%