



# 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%