

Edward L. Smith

Summary

Strong administration background with over 25 years in Multi-site Operations, General management, and Profit & Loss qualifications. Expertise in budgeting, expense control, inventory, and quality management. Organized, efficient and precise with strong planning, communication, and liaison skills.

Skills and Accomplishments

Retired Lieutenant Colonel with the United States Army Reserves
Brigade Executive Officer overseeing complete operations for 4 battalions including
Financial, Administrative, Intelligence Operations, and Supply.

Professional Experience

2000— Present

Self-employed

Kansas City, Missouri

Entrepreneur of Real Estate Investment Properties with \$1 million dollar portfolio
Small Business Owner

1985— 2000

Sodexho Marriott

Bethesda, Maryland

General Manager – KINGSWOOD – Kansas City, MO (1997-2000)

- Managed operations for the Food Service Department of a senior living property consisting of 210 independent living residents, 83 health center residents, and 12 assisted living residents.
- Provided food service for Meals on Wheels and vending.
- Supervised 66 employees and oversaw a \$1.6 million budget
- Met or exceeded financial objectives 3% by reducing food costs 1.4% and labor by 1.2%
- Established 6 new dining rooms with the skilled nursing facility in support of the new EDEN concept
- Passed all state inspections with no exceptions

General Manager, Food Services and Housekeeping – BAPTIST MEDICAL CENTER – Kansas City, MO (1991-1996)

- Managed food service operations of a 350-bed facility,
- Monitoring a \$4 million budget and 80 full time employees.

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- Prepared food service for hostess program, retail, catering, vending, Meals on Wheels, and two lunch programs
- Improved patient satisfaction 20% over 2 years
- Met or exceeded budget obligations – reduced labor and food costs .014%
- Passed all JCAHO with no deficiencies
- Accepted additional responsibility for managing Environmental Services and 44.2 FET's for 14 months
- Awarded "Food Service Director of the Year," 1992

Food Service Director – ST. ROSE/VILLA ROSE – San Antonio, Texas (1988-1991)

Food Service Production Manager – SCOTT & WHITE HOSPITAL – San Antonio, Texas (1985-1987)

Education

Arizona State University

Tempe, Arizona

Master of Arts, Counseling

Bachelor of Arts, Elementary Education

Continued Professional Development

- Pursuing a life coach certificate Present
- Win-Win Client Expectations 2000
- Stephen Covey: Leadership Training 1995
- Hospitality Training 1995
- NRS Sanitation Training 1994

Social/Professional Affiliations

- Don Bosco Center, Board Member – 3 years
- City Union Mission, Fundraiser for Bikers with a Mission – 15 years
- Ft. Leavenworth Federal Prison, Inmate Mentor – 5 years
- Lee's Summit Community Church, Lakeland Community Church, Character That Counts, TGIW, People Matter Ministries, Quest – 20 years