**Frederick D. Hill**

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**Qualifications Profile**

Entrepreneurial, results-oriented administrator with extensive experience in financial management, business development, staff development, and partnership building. Excels at public speaking, team leadership and leveraging relationships to complete projects. Experience in Grant and Contract Management. Fluent in Liberian Pigeon English. ***Areas of Expertise include:***

|  |  |  |
| --- | --- | --- |
| * Leadership/Strategic Thinking | * Grant & Contract Management | * Project/People Management |
| * Liberian Culture & Language | * International Development | * Financial Management |
| * Cross-cultural Communication * Public Speaking/Technical Writing | * Staff Training/Mentoring * Public Health Administration | * Stakeholder/Coalition Building * Fundraising/Financial Development |

**Experience Highlights**

**Lawson State Community College** • Bessemer, AL • 9/2014-Present

*A Mentor, educator, and resource for students in biology, nursing and allied health professions.*

**Biology Professor (Adjunct)**

Prepare and instruct nursing and allied health students in biology, microbiology, public and allied health. Oversee laboratories and manage course content and class attendance. Proctor exams and advise students in healthcare careers.

**Key Accomplishments:**

* Assist students in mastering coursework, making presentations and understanding case studies.
* Support Biology, Nursing and Allied Health students through first and second year coursework.

**Weajue Hill Mining Company**• Monrovia, Liberia • 2/2010 – 6/2013

*A Collaborator with investors, the community and government to create jobs in rural Liberia.*

**Treasurer & Financial Controller**

Supported board and executive leadership by providing administrative and financial services for gold mining company located in rural community. Liaised between the board of directors, local community and government agencies to operate successfully in highly regulated environment. Oversaw and directed accounting, mining activity and mineral procurement. Observed strict compliance standards.

**Key Accomplishments:**

* Liaised with Board of Directors to execute strategic business plan for exporting minerals and creating jobs.
* Coordinated with investors, local community and government to establish and develop mining property.

**CH Home Solutions LLC** • Birmingham, AL • 2/2007-Present

*A property manager responsible for procuring, renovating and reselling real estate.*

**Acquisition Manager**

Purchased moderately priced single-family homes for renovation and resale. Coordinated contractors to improve property livability. Conduct tenant interviews and placement. Supervise overall property redevelopment and maintenance.

**Key Accomplishments:**

* Established community relationships to enhance and rehabilitate neighborhood.
* Researched property trends and profit margins for resale in low to moderate income area.

**Additional Experience**

**Amanda International** •Abidjan, Ivory Coast/Dalton, GA ***Vice President of Business Development in International Busines,s*** Operations manager, administrative services, *coordinating logistics, and managing Investor Relations, Board and staff affairs.*

**Center for Urban** **Missions** • Birmingham, AL

*Financial manager talented at building revenue,, coordinating community relations, and managing Board and staff affairs.*

**Executive Director/Chief Financial Officer/ Director of Financial Development (6 years)**

Provided business development, strategic planning and financial management for community and economic development agency. Built partnerships between the organizations and local, county, state and Federal government, universities and business. Oversaw feasibility study, capital raise and implementation stages for acquisition of corporate headquarters building. Planned and administered capital raise for acquisition of low-income housing and other facilities. Ensured organizational compliance with all Federal, State, and local regulations. Provided general oversight of programs and financial reporting, budgeting and auditing. Communicated with executive leadership to develop micro-businesses.

**Key Accomplishments:**

* Cultivated key networking relationships with stakeholders in private, public and non-profit sectors.
* Increased organizational revenue from $150,000 to $2.5 Million in 6 years with diverse revenue sources.

**Heritage Center for Human & Community Development** • Birmingham, AL

*Trained clients in job readiness, project management, and biotechnology.*

**Vice President ADMINISTRATION/Business Development Specialist/Trainer (6 YEARS)**

Coordinated daily administrative operations of a community-based agency offering scientific career and workforce development training in multiple counties. Develop innovative grants and contracts.

**Key Accomplishments:**

* Secured over $5.7 million in grants and contracts to serve 29,000 clients in science/technology training.
* Built organization’s proprietary biotechnology training Institute (Career Success Institute) earning State approval.

**West Alabama Health Services Inc** • Eutaw, AL

*Secured healthcare funding opportunities to enhance services provided in 5 rural Alabama Counties.*

**Associate Executive Director/ Special Projects Manager (2 YEARS)**

Developed and implemented strategic fund raising and full operational management for each business unit with a keen focus on raising standards of operations, risk management, and client services.

**Key Accomplishments:**

* Initiated health promotion and disease prevention programs by obtaining funding and implementing health education.
* Procured grants for rural public health infrastructure, medical/dental recruitment, and rural transportation.

**Education & Training**

**Master of Business Administration [MBA]/Master of Public Health [MPH]**

University of Alabama at birmingham | Birmingham, AL

**Master of Science in Microbiology and Immunology [MS]**

Wright State University | Dayton, OH

**Bachelor of Arts in Biology [BA]**

Cedarville University | Cedarville, OH