

Karla Camarata

Any Street, USA

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SUMMARY OF QUALIFICATIONS

- ◆ 25+ years working in Not For Profit organizations in a variety of genres (Substance Abuse, Correctional, Education, Head Start, Inpatient and Outpatient).
- ◆ 20 years of developing various program components relating to admissions, treatment modalities, staffing patterns and critical follow up procedures.
- ◆ 20 years of maintaining line item and reimbursement federal, state and local budgets within guidelines as mandated. Brought overspent budgets into compliance by analyzing and implementing effective and efficient spending patterns.

-CORE COMPETENCIES-

*Operations Manager / Program Director / Program Manager
Budgets / Contracts / Federal/State Regulations / Auditing*

EDUCATION

- ◆ **Masters of Business Administration** – Webster University, Merritt Island, FL
- ◆ **Masters of Education** – Rutgers Graduate School, Newark, NJ
- ◆ **Bachelor of Arts** – Rutgers University, Newark, NJ
- ◆

PROFESSIONAL EXPERIENCE

ANY SOCIAL ASSOCIATION, Cape Canaveral, FL

0/06 - Present

Director of Operations

- ◆ Significant accomplishments you might have
- ◆ Quality assurance programs, monitoring, policies & procedures
- ◆ State run child care Food Programs you may have managed
- ◆ Budgets, Contracts, Provider Monitors, Reimbursement and knowledge of Federal/State regulations

ANY SOCIAL TYPE OF ORGANIZATION, Cocoa, FL

0/04 - 0/06

Mental Health Specialist

- ◆ Assess children for possible PROGRAMS
- ◆ Standard compliance
- ◆ Training for parents and staff regarding children's programs

ACCREDITATIONS

COA (Council of Accreditation) - Regulations & Standards

Second Step (Anti-Bully Curriculum)

CFARS (Children Functional Assessment Rating Scale) Certification

SKILLS

MS Outlook, Word, Excel, PowerPoint, Access, Desktop Publisher, Netscape, ActOne and various proprietary software
