

Anthony Amankona-Diauwuoh
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PROFESSIONAL SUMMARY

A human welfare support professional with solid knowledge in person centered support plan development, clinical & administrative documentation & reporting, corporate governance, positive team collaboration and cybersecurity dynamics.

ACCOMPLISHMENTS

- Proficiently utilize human and other relevant resources to achieve organizational goals.
- Prepare and apply budget to execute business operations.
- Apply effective internal control strategies to prevent and mitigate fraud, resource waste and financial loss.
- Competently monitor organizational and system processes to reach target goals.
- Knowledgeable in Information System Security Plan (ISSP) guidelines, Security Assessment Plan (SAP), Security Assessment Report (SAR), Plan of Action & Milestone (POA&M).
- Utilize analytical skills to solve problems and for effective product delivery
- Adapt quickly to new work demands and deliver outcomes in a fast pace and time sensitive environment.
- Think critically to analyze, synthesize, and interpret data for potent decision-making.
- Build positive relationships across wide range of stakeholders and management levels, including executive management in a challenging environment.
- Use thoughtful discretion and sound judgment when working with highly confidential information.
- Complete comprehensive reports for management decisions.

EXPERIENCE

Community Residences Inc.

Positions:

- Program Manager (PM): August 2020 to Present
- Lead QIDP: October 2019-July 2020
- Qualified Intellectual Disability Professional (QIDP): July 2016-September 2019.

Responsibilities:

- Advocate for the protection of individuals' rights, safety, and the implementation of their responsibilities for their safety and quality of life.

- Develop and implement budget to facilitate effective decision-making and efficient plan execution.
- Maintain quality of facility resources and equipment for desired program outcomes and safety.
- Complete monthly, quarterly, and annual financial and other program reports for agency mission and goal progress assessment and review.
- Serve as initial point of contact and agency liaison for families and other stakeholders.
- Coordinate integrated service delivery with agency's philosophy and policies.
- Utilize interests and preferences to complete need and risk assessments of individuals supported.
- Conduct orientation, in-service training, continuing education, and supervision of staff.
- Implement agency approved clinical policies and procedures.
- Complete staff performance appraisals for improvement.
- Maintain agency's compliance with regulatory requirements.
- Review and coordinate safety preparedness drills to respond to emergencies.

TARTECHNOLOGIES LLC

Position: Security Controls Assessor (SCA): April 2018 -Present

Responsibilities:

- Conduct comprehensive assessments of the management, operational and technical security controls employed within or inherited by the system to determine the overall effectiveness of the control and ensure that the controls are implemented correctly, operating as intended, and producing the desired outcome with respect to meeting the security requirements for the system.
- Conduct security assessments on assigned systems and collaborate with clients to provide recommendations regarding critical infrastructure, network security operations, and Continuous Monitoring processes.
- Collaborate with ISSOs to ensure systems are properly categorized, their controls selected and implemented based on the systems categorization level.
- Create, update, and revise System Security Plans, FISMA, Contingency Plans, Incident Reports and Plan of Action & Milestone
- Participate in A&A Kick-off Meeting and populate the Requirements Traceability Matrix (RTM) per NIST SP 800-53A
- Document and finalize security Assessment Report (SAR) in preparation for ATO
- Collaborate with SOC engineers to perform continuous monitoring of systems to ensure security and compliance.
- Determine security controls effectiveness (i.e., controls implemented correctly, operating as intended, and meeting security requirements).
- Evaluate threats and vulnerabilities based on Nessus tenable reports and also Implement Risk Management Framework (RMF) in accordance with NIST SP 800-37.
- Classification and categorization of information Systems using the RMF processes to ensure system Confidentiality, Integrity and Availability.

- Provide audit briefings to agency and Information Systems Security Officer's (ISSO), to assist in the preparation of independent audit assessments with the agency's goal of
- improving their operational effectiveness and ensuring that all findings are documented as Plan of Action & Milestones.

NATIONAL HEALTH INSURANCE AUTHORITY| GHANA

Position: General Manager-October 2004-October 2011

Responsibilities:

- Planned, executed, and coordinated operations to provide easily accessible and affordable health care for insured clients.
- Initiated and led work team
- Prepared budget estimates to finance project implementation
- Executed effective marketing strategies to achieve over 95% client enrollment in two years.
- Reviewed and authorized resource procurement & financial disbursements
- Implemented internal control and risk management measures to prevent fraud, waste and threat to life and property
- Instituted regular internal and external auditing of business accounts
- Documented and reported quarterly and annual agency progress for Board's policy deliberation and decision-making
- Provided professional and ethical relations with colleague staff and stakeholders to maintain comfortable work environment.

EDUCATION

- MS Healthcare Management | American University 2018 (Expected-December 2021)
- BA Political Science with History | University of Ghana 2001
- Certified Nurse Assistant | Virginia Department of Health Professions-September 2012

SKILLS

- Microsoft Office (MS Words, Excel, Exchange, PowerPoint), Adobe Acrobat DC Pro, SharePoint, Constant Contact, WebEx, Zoom, MS Teams, Zoho Desk, and Salesforce.
- Research, Data Analysis, Webinars/Virtual Meetings, Section 508 Compliance, Policy Analysis and Compliance.
- Electronic Documentation Systems
- Designing administrative forms for reporting and record keeping
- Information System Security Plan (ISSP) guidelines, Security Assessment Plan (SAP), Security Assessment Report (SAR), Plan of Action & Milestone (POA&M).

REFERENCES

- Available Upon Request.