

---

## Regulatory Officer Resume

---

### Job Objective

Highly motivated Regulatory Officer seeking an opportunity to aid the advancement of the organization and make positive contributions to the business.

---

### Highlights of Qualifications:

- Strong accomplished experience in regional planning, land use planning, environmental planning and regulatory work
  - Sound knowledge of general legal and office procedures
  - Huge knowledge of laws regarding open meetings and public records
  - Excellent project management and organizational skills
  - Superior oral and written communication skills
  - Remarkable ability to follow general instructions, and to participate as a member of a team
- 

### Professional Experience:

Regulatory Officer  
Barnstable County, Smiley, TX  
August 2005 – Present

- Advised regarding legal matters.
- Developed and maintained regulatory calendar for the regulatory program.
- Assisted the public and Commission staff with requirements of the regulatory process.
- Trained Commission staff in regulatory planning procedures.

Regulatory Officer  
Neon Laboratories Ltd., Smiley, TX  
May 2000 – July 2005

- Prepared, Checked & Compiled dossier for various countries.
  - Prepared reports, letters on the status of reviews and the regulatory process.
  - Attended public meetings and hearings on reviews of developments.
  - Presented depositions and testifies in court on projects in litigation.
- 

### Education:

Bachelor's Degree in Law  
Northwood University, West Palm Beach, FL

[Build your Resume Now](#)