

## An Outstanding Staff



RBA's staff of respected experts has excellent credentials. The staff includes individuals with extensive federal government backgrounds as well as experience in the DoD and private sector.

Specific staff skill sets include health-care training, workload measurement, manpower analysis, concept plans, position description development and classification, and tailored training development and delivery.

We are proud of our close relationships with educational and corporate leaders like Duke University Integrated Medicine, Booz-Allen-Hamilton, Planetree Corporation, Allina Health, and other organizations representing standards of excellence in business practices that apply to any organization.

### Some of RBA's Customers:

- ✓ Department of Veterans Affairs (VA)
- ✓ Deputy Under Secretary of Defense, Personnel & Readiness
- ✓ US Army National Guard Bureau
- ✓ US Army Manpower Analysis Agency (USAMAA)
- ✓ Booz/Allen/Hamilton
- ✓ Joint Program Executive Office - Chemical & Biological Defense
- ✓ Program Executive Office - Soldier
- ✓ Program Executive Office - Ammo
- ✓ Duke Integrated Health Services



# Roberts Business Associates Incorporated



**GSA MOBIS Contract:GS-10F-0218S**  
**SIN 874-1: Consulting Services**  
**SIN 874-2: Facilitation Services**  
**SIN 874-4: Training Services**

**Management Consulting**  
**Manpower Studies**  
**Training Programs**  
**Position Descriptions**

Phone: (703) 971-7791  
darlaroberts@RBAIncorporated.com

# A Dynamic Approach to Quality Services



RBA is a multi-focused consulting firm offering a wide variety of services. Classified as a [Service-Disabled, Veteran-Owned, Small Business \(SDVOSB\)](#), RBA makes it easy for you to use our consulting and training services via our Federal Supply Schedule contract awarded by GSA (MOBIS).

RBA's consulting work covers manpower studies, workload analysis, concept plans, Position Description (PD) development, and other consulting services.

We also develop and deliver tailored training programs designed just for you. All are interactive programs that can be delivered anywhere.

## Methods and Deliverables

RBA supports clients in many valuable ways. RBA's services allow leaders to concentrate available resources. RBA services include:

- [Manpower Studies](#)
- [Manpower Predictive Models](#)
- [Workload measurement](#)
- [Concept Plan Development](#)
- [Position Description \(PD\) development and classification](#)
- [Tailored training programs for organizational excellence, customer service, culture changes](#)
- [Conducting and facilitating meetings and focus group sessions](#)
- [Survey development, execution, and analysis](#)

*For information contact:*

Phone: (703) 971-7791, or email:  
darlaroberts@RBAIncorporated.com



## **Available Training Programs**

### Creating Organizational Excellence

In this three-day tailored workshop, attendees learn to create and sustain a culture to promote organizational excellence at all levels.

### A Culture of Excellent Customer Service

This program gives attendees the skills needed to promote excellent customer service at every organizational level.

**Tactical Teambuilding** In this highly-interactive workshop, real life work-groups explore issues and create specific action plans.

**Boot Camp for Team Leaders** In this workshop, team leaders learn proven techniques for building effective work teams. Uses case studies, assessment instruments, and games so leaders learn how to create, lead, and reward successful teams.

### Other Tailored Training Programs

We have many other training programs available and will work closely with you and to tailor a program for your organization.

*For information contact:*

Phone: (703) 971-7791, or email:  
darlaroberts@RBAIncorporated.com