

CANDICE JENKINS CONSULTING LLC

CAPABILITY

STATEMENT

UEI: KQBSN2PLWBK9

CAGE: 14EZ5

DUNS: 13-894-1663

Single-Member LLC | 100% Woman-Owned



CALIFORNIA DSG CERTIFIED
SB (micro) • SBE • EBE • VSBE

Candice E. Jenkins, MBA, CSM, CSPO
Founder & Principal Consultant of
Candice Jenkins Consulting LLC

ABOUT

Candice Jenkins Consulting LLC specializes in project management and operations leadership, helping clients improve efficiency, reduce risk, and strengthen compliance. With 20 years in digital delivery, creative, and operational environments — including more than 8 years leading project management and operations initiatives — we've supported high-visibility programs for the U.S. Department of Health and Human Services, the U.S. Department of Veterans Affairs, Microsoft, and national nonprofits. We build schedules, governance, KPIs, and SOPs that streamline delivery and ensure projects launch on time, within budget, and with clear accountability.

Los Angeles-based, we provide agile subcontracting for local and state agencies needing immediate capacity relief.

CORE COMPETENCIES

Strategic Program & Project Delivery

- Leading complex initiatives from discovery through rollout
- Designing dashboards, sprint schedules, and tracking milestones
- Conducting operational gap analyses to optimize workflows

Digital Transformation & Capacity Relief

- Configuring platform architectures including Jira, Smartsheet, WordPress, and SharePoint
- Building data-driven reporting systems to visualize departmental KPIs and program status
- Partnering as an agile subcontractor to relieve understaffed municipal program managers

SOP Development & Platform Implementation

- Authoring compliant Standard Operating Procedures for teams
- Developing resource-tracking dashboards and reporting systems
- Supporting system and platform transitions for agencies, municipalities, and nonprofits

NAICS CODES

541611

Administrative & General
Management Consulting

541618

Other Management Consulting Services

541512

Computer Systems Design Services

541613

Marketing Consulting Services

541614

Process, Physical Distribution
& Logistics Consulting

561110

Office Administrative Services

541990

All Other Professional, Scientific
& Technical Services

DIFFERENTIATORS

- **Cross-functional expertise:** Nearly 20 years across design, operations, and project management, with 8+ years leading federal, nonprofit, and enterprise programs.
- **Federal Program Experience:** Delivered project management and operational support for HHS's Operation Warp Speed, Veterans Affairs initiatives, and other government-backed programs.
- **Measurable Results:** Built frameworks that improved efficiency by 40% while expanding reach and representation.
- **Hands-On Leadership:** I stay alongside clients until systems are running smoothly—bridging strategy and execution, not just handing over reports.
- **Direct Accountability:** 100% woman-owned, managed, and controlled — clients work directly with the decision-maker.

PAST CLIENTS

ADVANCE
VELOCITY

 Microsoft

VA | U.S. Department
of Veterans Affairs

Indigeno

 msaa *Improving
Lives Today!**
Multiple Sclerosis
Association of America

WONDROS

THE B TEAM ▶



TAAF
The Asian American Foundation

SEE US UNITE

Client work delivered directly or via agency and prime contractor partnerships.

PAST PERFORMANCE

Advance Velocity

Served as fractional Product Owner and PM for the NIL Live MVP — a platform connecting college athletes with financial supporters. Built complete JIRA architecture, Confluence product space, QA methodology, and user journey documentation from scratch. Established formal QA requirements across devices, browsers, and user journeys.

Microsoft†

Directed operations and research management for Build, Ignite, and Inspire conferences. Standardized KPIs, workflows, and compliance frameworks reused annually. Achieved a 40% efficiency improvement and broadened participant diversity.

U.S. Department of Health and Human Services*

Provided project management support under accelerated timelines and strict compliance requirements. Ensured operational alignment across agencies and contractors for nationwide programs.

U.S. Department of Veterans Affairs (VA)*

Project-managed the development of a VA-branded Learning Network and Insights Dashboard for the Office of Research & Development (ORD). Directed ecosystem audit, data-related discovery, and KPI reporting to visualize program-level performance and inform decision-making.

Multiple Sclerosis Association of America (MSAA)*

Provided project management and operational leadership for national awareness initiatives. Oversaw scheduling, resource alignment, and stakeholder engagement to deliver on mission-driven goals.

See Us Unite / The Asian American Foundation (TAAF)*

Directed project management for a national advocacy campaign. Coordinated stakeholders, timelines, and deliverables for launch of a digital platform and video content addressing anti-Asian hate.

This engagement was delivered via Wondros*, or Indigeno† where I led project delivery.

Candice Jenkins Consulting LLC

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