

# LKH0820

**Current Location:** Destin / Fort Walton Beach, FL  
**Relocation:** Not open to relocation  
**Clearance:** Current Secret Clearance  
**Certification:** PMP® (Project Management Professional)  
**Availability:** Available immediately  
**Position Type:** Prefer full time, government or contractor position in Project Management or Logistics Project Management

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## PROGRAM MANAGER | OPERATIONS MANAGER | LOGISTICS SPECIALIST

Program Manager and Air Force Veteran leveraging 20+ years of project/logistics and leadership/management experience. Committed, service oriented subject matter expert (SME) on multiple defense systems with proven track record of developing relationships and leading high-stakes projects in fast-paced environment. Leverages team member talents to ensure program goals are translated, team-aligned and achieved through team's collaborative efforts. Skilled in multi-tasking, lean processing and continuous process improvement, all designed to establish best practices and strategic direction towards overall project success. Ability to work independently and implement analytical, smart solutions to mitigate risks of project scope. Excels meeting deadlines, honoring protocols and apprising stakeholders throughout project lifecycle. Career supported by Master of Arts in Leadership and Management and Project Management Professional (PMP) Certification.

## PROFESSIONAL COMPETENCIES

- TS/SCI Eligible
- Project Planning
- Stakeholder Engagement
- Strategic Direction
- Change Management
- Supply Chain Management
- Time Management
- Attention to Detail
- Ms Outlook

## EDUCATION | CERTIFICATIONS

**Secret Clearance** | Security Clearance current until 2026  
**Master of Arts (M.A.)** Leadership and Management | Liberty University  
**Bachelor of Arts (B.S.)** Computer Science | Troy University  
**Associates of Applied Science (A.S.)** Aviation Maintenance Technology | Community College of the Air Force  
**PMP Certification** | Project Management Institute (PMI) #296434

## CAREER HIGHLIGHTS

**Program Management:** Initiated performance analysis, presented 250 refined program management processes, mitigated 3 project risks earning enterprise best 99% compliance on operations compliance inspection  
**Operations Management:** Supervised line operations of 26 F-35s and 14 F-16s valued at \$3.7 billion. Exercised quality control of sustainable processes raising 8 of 10 technical metrics to an 8-year high rating  
**Logistics Management:** Oversaw life cycle/plan development of 4 critical enterprise projects/programs. Ensured support, procurement and sustainability of high visible assets valued at \$6.1 billion

## PROFESSIONAL EXPERIENCE

Logistics/Program Manager	Dec 2018 - Apr 2020
United States Air Force – Songtan, Korea	
Logistics Operations Manager	Jul 2015 - Dec 2018
United States Air Force – Eglin Air Force Base, FL	
Quality Assurance (QA) Program Manager	Dec 2011 - Jul 2015
United States Air Force – Geilenkirchen, Germany	
Lead Production Manager	Jun 2008 - Dec 2011
United States Air Force – Langley Air Force Base, VA	

JMJ0820

LOCATION: MCKINNEY, TX  
RELOCATION: OPEN FOR THE RIGHT OPPORTUNITY; PREFER U.S. LOCATIONS ONLY  
CLEARANCE: N/A  
CERTIFICATION: PMP®, LEAN SIX SIGMA GREEN BELT  
AVAILABILITY: AVAILABLE IMMEDIATELY  
EDUCATION: MASTERS OF HEALTHCARE ADMINISTRATION  
POSITION TYPE: FULL TIME

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PROJECT MANAGEMENT BUSINESS DEVELOPMENT HEALTHCARE

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PROFESSIONAL SUMMARY

Accomplished Business Development and Project Management professional with 16+ years of experience within large, diverse organizations and eight years of experience cultivating and growing revenue within the healthcare industry. Experienced in implementing proven business models for healthcare providers while expanding the national footprint for healthcare organizations. Breadth of experience in project management, market research and development, creating strategic sales strategies and processes, and team leadership. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to ensure effective team and program leadership, business development excellence, and strategic sales planning. *U.S. Marine Corps Veteran.*

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AREAS OF EXPERTISE

Business Development  
Strategic Sales Planning  
Territory Development

Healthcare Operations  
Goal Development & Tracking  
Market Research & Insights

Project Management  
Team & Program Leadership  
Internal/External Relationships

SAMPLE PROJECT DELIVERED

**PROJECT MANAGER – PARTNERSHIP DEVELOPMENT.** The objective of the project was to establish a new partnership with a regional Medical Center to implement rural diagnostic services and increase statewide footprint across the enterprise. The secondary objective was to educate / provide new revenue and increase market penetration. Outcome: established a two-bed diagnostic lab that aided in the diagnosis and treatment of hundreds of patients. Responsible for establishment and oversight of the new company diagnostic location, ensuring patient and lead flow created a financially sustainable diagnostic center, and to foster continued growth. Managed lab construction and development, resource acquisition, marketing, and stakeholder communication. The final deliverable was a successful new company location and the possibility of future expansion within the rural hospital community.

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PROFESSIONAL EXPERIENCE

<b>VICE PRESIDENT, PRACTICE PARTNERSHIPS, PROSPIRA PAINCARE, INC. - ROSWELL, GA</b>	<b>2019</b>
<b>DIRECTOR, PHYSICIAN DEVELOPMENT, MDVIP, INC. - BOCA RATON, FL</b>	<b>2015 - 2019</b>
<b>RURAL HOSPITAL DEVELOPMENT MANAGER, ALLIANCE FAMILY OF COMPANIES - IRVING, TX</b>	<b>2012 - 2015</b>
<b>INFANTRY SQUAD LEADER, RANK- SERGEANT (E-5), UNITED STATES MARINE CORPS</b>	<b>2004 - 2012</b>

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EDUCATION CERTIFICATION

<b>MS, Healthcare Administration (cum laude)   Trinity University, San Antonio, TX</b>	<b>2018</b>
<b>BS, Kinesiology (cum laude)   University of North Texas, Denton, TX</b>	<b>2011</b>
<b>PMP®, Project Management Professional Certification, PMI / Vets2PM</b>	<b>2020</b>
<b>Lean Six Sigma Green Belt Certification, Goleansixsigma.com</b>	<b>2019</b>

**OTHER AWARD(S):** Eagle Scout Award; Good Conduct Service Medal; Humanitarian Service Medal; Operation Iraqi Freedom Service Medal.

# JHB0720

**CURRENT LOCATION:** KAISERSLAUTERN, GERMANY  
**RELOCATION:** PREFER: DENVER / COLORADO SPRINGS, CO  
**CLEARANCE:** TOP SECRET/SCI WITH CNWDI (CRITICAL NUCLEAR WEAPON DESIGN INFORMATION)  
**CERTIFICATION:** PMP; PMC (PROFESSIONAL MANAGER CERTIFICATION VIA U.S. AIR FORCE)  
**AVAILABILITY:** AVAILABLE MARCH, 2023  
**EDUCATION:** MASTERS, CYBERSECURITY STUDIES  
**POSITION TYPE:** FULL TIME, OPEN TO STATE / FEDERAL / CONTRACTOR / PRIVATE SECTOR

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## INFORMATION SYSTEMS SECURITY ENGINEER • CYBER SECURITY ENGINEER • SYSTEMS & NETWORK ADMINISTRATOR

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### PROFESSIONAL SUMMARY

Accomplished Project / Program Manager and demonstrated leader with more than 18 years of experience within a large, diverse organization. Expertise in protecting U.S. National Security and interests, including nuclear munitions, weapons storage and Security System (WS3), and quality assurance, utilization, and management of classified information systems. Breadth of expertise in complex prioritization and scheduling. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to manage national level programs, develop high-performing teams, account for high-value assets, and communicate complex ideas to all audience levels. *United States Air Force Veteran, Top Secret / SCI security clearance, with CNWDI.*

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### AREAS OF EXPERTISE

Project / Program Management  
Budget / Resource Management  
Team Leadership / Mentor

Operations Management  
Risk Management / Mitigation  
Training & Development

Cybersecurity Research  
Stakeholder Engagement  
Cloud Computing

- Possesses nearly two decades of experience working on assets that are pinnacle to U.S. national security, entrusted with its most important assets, data, and maintenance.
- Directed actions across four geographically separated locations, two main operating hubs, and NATO partners, requiring cross-cultural competencies.
- Possesses years of Personal Reliability Program certification, engaged in high level reliability for U.S. national security-sensitive positions.
- Responsible for direct personnel management and administration, guiding career progression, performance assessment, reporting, and awards / recognition.

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### CAREER HISTORY

#### US AIR FORCE

**DIRECTOR (SUPERINTENDENT), MUNITIONS MAINTENANCE GROUP – RAMSTEIN AIR BASE, GERMANY 2018 – PRESENT**

**SENIOR MANAGER, MUNITIONS CONTROL, MUNITIONS – FE WARREN AFB, WY 2017 – 2018**

**SENIOR MANAGER, NUCLEAR ACCOUNTABILITY REPORTING / MUNITIONS – FE WARREN AFB, WY 2015 – 2017**

**SENIOR MANAGER, WEAPONS MAINTENANCE – BUECHEL AB, GERMANY 2012 – 2014**

**QUALITY ASSURANCE INSPECTOR – INCIRLIK AB, TURKEY 2011 – 2012**

**POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS 2002 – 2011**

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### EDUCATION • CERTIFICATION

**MS, Cybersecurity Studies, American Military University 2019**

**BS, Information Technology Management, American Military University 2012**

**AS, Munitions Systems, Community College of the Air Force 2008**

**PMP, Project Management Professional Certification, PMI / Vets2PM 2020**

**PMC, Professional Manager Certification, Community College of the Air Force 2018**

**TECHNOLOGY / KEY WORDS:** Expert knowledge of nuclear munitions, Weapons Storage and Security System (WS3), quality assurance, utilization, and management of classified information systems.

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

## CDT0720

CURRENT LOCATION: VALDOSTA, GA  
RELOCATION: OPEN – PREFER TN OR CO  
CLEARANCE: SECRET (REQUIRES RE-INVESTIGATION)  
CERTIFICATION: PMP  
AVAILABILITY: IMMEDIATELY  
POSITION TYPE: FULL-TIME

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### PROJECT / PROGRAM MANAGEMENT • MULTI-FUNCTION MANUFACTURING MANAGER / SUPERVISOR

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#### PROFESSIONAL SUMMARY

Accomplished Project / Program Manager with more than 20 years of experience within a large, diverse organization. Expertise in managing aircraft fleets, including flying schedule management, scheduled maintenance, fleet health, resource procurement, off-station engagements, aircraft status reporting, and personnel management. Breadth of experience as Security Manager, Flightline Expeditor, Section Chief, and Flying Crew Chief. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to effectively manage aircraft, projects, people, resources, and balancing multiple stakeholder priorities. Possesses a keen aptitude for team dynamics, consensus-building, and collaboration. *United States Air Force Veteran, Secret security clearance.*

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#### AREAS OF EXPERTISE

Project / Program Management	Operations Planning / Execution	Aircraft Maintenance / Production
Team Leadership / Mentor	Risk Management / Mitigation	Stakeholder Engagement
Training & Development	Personnel Management	Acquisition Management

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#### CAREER HISTORY

##### UNITED STATES AIR FORCE

##### **PROGRAM MANAGER / PRODUCTION SUPERINTENDENT, AIRCRAFT MAINTENANCE GROUP – VALDOSTA, GA 2016 – 2020**

Direct 270 personnel managing flight production, aircraft maintenance, and ensuring fleet health for 14 C-130J aircraft valued at \$868M.

##### **PROGRAM MANAGER (SECTION CHIEF), AIRCRAFT MAINTENANCE GROUP – RAMSTEIN, GERMANY 2015 – 2016**

Managed 68 SMEs conducting maintenance on 14 C-130J aircraft valued at \$868M for the premier tactical airlift group within the Air Force, Europe region.

##### **FLIGHTLINE EXPEDITOR, AIRCRAFT MAINTENANCE GROUP – RAMSTEIN, GERMANY 2014 – 2015**

Directed 60 personnel performing maintenance on aircraft and equipment to execute daily flightline maintenance requirements and priority execution, safeguarding \$62M in assets.

##### **PROGRAM MANAGER, SPECIAL OPERATIONS AIRCRAFT MAINTENANCE GROUP– CANNON AFB, NM 2012 – 2014**

Led nine-person programs team, managing 36 programs, including Security, Information Assurance, Antiterrorism, Evaluations, Manning, and Emergency Management for three units / 700 personnel.

##### **DEPUTY PROGRAM MANAGER, SPECIAL OPERATIONS AIRCRAFT MAINTENANCE GROUP – CANNON AFB, NM 2011 – 2012**

Managed 96 personnel maintaining 12 MC-130W aircraft valued at \$762M.

- Mentored staff through training and in-house work evaluations to achieve a 93% QA pass rate.

##### **POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS**

**1999 – 2010**

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#### EDUCATION • CERTIFICATION

AS, Aerospace Maintenance Technology, Community College of The Air Force	2012
PMP, Project Management Professional Certification, PMI / Vets2PM	2020
Graduate, Mobility Air Force Maintenance Supervision and Production Course, U.S. Air Force	2014
Graduate, Senior Leadership Academy, U.S. Air Force	2012
Maintenance Technical Training, U.S. Air Force	2000

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

# TT0720

**CURRENT LOCATION:** LITTLE ROCK, AR  
**RELOCATION:** SEEKING TAMPA, FL ONLY  
**CLEARANCE:** SECRET SECURITY CLEARANCE  
**CERTIFICATION:** PMP; CERTIFIED ALCOHOL AND DRUG COUNSELOR  
**AVAILABLE:** OCTOBER 2020  
**EDUCATION:** BACHELOR'S IN SOCIAL PSYCHOLOGY  
**POSITION TYPE:** FULL-TIME; PART-TIME; REMOTE; PRIVATE INDUSTRY / CONTRACTOR / FEDERAL

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Seasoned and detail-oriented Project Management Professional with over 20 years of experience in the US Air Force leading multinational initiatives, overseeing multi-million-dollar budgets, and spearheading teams with over 100 members. Adept in optimizing productivity by implementing cost-effective process improvement ideas, boosting staff performance through mentorship, and minimizing operational risks by ensuring adherence to applicable regulations. Experienced in spearheading medical operations, including a Mental Health Facility, reducing lead times with lean management tactics, and maximizing efficiency with better operational processes.

## CORE SKILLS AND COMPETENCIES

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|------------------------|----------------------------|--------------------------|
| • Process Improvement  | • Strategic Communications | • Contract Management    |
| • Project Management   | • Resource Planning        | • Coaching and Mentoring |
| • Budget Management    | • Stakeholder Management   | • Drug Abuse Prevention  |
| • Inventory Management | • Cost Reduction           | • Mental Health Advocacy |
| • Scheduling           | • Risk Management          | • Staff Development      |

## WORK EXPERIENCE

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<b>19TH HEALTHCARE OPERATIONS SQUADRON (AMC), LITTLE ROCK AFB AR</b> <i>Program Director, Mental Health Flight Chief</i>	(Oct 2018 - Sep 2020)
<b>7TH BOMB WING (AFGSC), DYESS AFB TX</b> <i>Project Planner, Exercise Planner</i>	(Oct 2017 - Sep 2018)
<b>7TH MEDICAL OPERATIONS SQUADRON (AFGSC), DYESS AFB TX</b> <i>Director, Squadron Superintendent</i>	(Oct 2015 - Sep 2017)
<b>52D MEDICAL OPERATIONS SQUADRON (USAFE), GERMANY</b> <i>Program Manager, Superintendent, Wing Plans and Programs</i>	(Jul 2013 - Sep 2015)
<b>52D MEDICAL OPERATIONS SQUADRON (USAFE), GERMANY</b> <i>Director, NCOIC, Alcohol and Drug Abuse Prevention and Treatment (ADAPT) Element</i>	(Jul 2012 - Jul 2013)
<b>319TH MEDICAL OPERATIONS SQUADRON (AMC), GRAND FORKS AFB ND (AD)</b> <i>Program Director, Behavioral Health Services (BHS) Flight Chief</i>	(Jan 2010 - Jul 2012)

## EDUCATION

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<b>PARK UNIVERSITY, PARKVILLE MO</b> <b>BACHELOR'S DEGREE, SOCIAL PSYCHOLOGY</b> <i>Graduated Magna Cum Laude</i>	(2016)
<b>COMMUNITY COLLEGE OF THE AIR FORCE, MAXWELL AFB AL</b> <b>ASSOCIATE OF APPLIED SCIENCE DEGREE, MENTAL HEALTH SERVICES</b>	(2009)
<b>ASSOCIATE OF APPLIED SCIENCE DEGREE, INFORMATION SYSTEMS MANAGEMENT</b>	(2006)

## NOTEWORTHY ACCOMPLISHMENTS

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<b>THE MERITORIOUS SERVICE MEDAL</b>	(2015, 2018)
<b>THE AIR FORCE COMMENDATION MEDAL</b>	(2012)

# GW0720

**Current Location:** San Antonio, TX  
**Relocation:** Open; prefer GA, TN, UT  
**Clearance:** Active Secret; Previously cleared at TS/SCI  
**Certification:** PMP, LSSGB (final project pending); PMI-ACP (awaiting test); PMC (Professional Manager Certification)  
**Availability:** Corporate Fellowship April 2021; Full availability 1 June 2021  
**Education:** MS; BS; AAS (X2)  
**Position Type:** Full Time; open to Remote; Federal; or Government Contractor

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## SENIOR EXECUTIVE • CONSULTANT • LOGISTICIAN • AIRCRAFT MISSION GENERATION

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Results-oriented and self-motivated senior leader with exponential passion for excellence and achieving stakeholder objectives while completing project goals. Respected leader, able to develop highly motivated, cross-functional teams focused on driving organizational vision and mission. TS/SCI eligible; active SCI (DCID 1/14 Eligible).

- Strategy Development
- Human Capital Evolution
- Emerging Analytics
- Flexibility & Adaptability
- Operations Management
- Succession Planning

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## PROFESSIONAL HIGHLIGHTS

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**UNITED STATES AIR FORCE** **2001 - Present**

**SENIOR PROGRAM MANAGER | Joint-Base San Antonio – Lackland, TX** **2018 - Present**

Led manpower & equipment analysis, development, and employment business initiatives; engaged with enterprise-wide stakeholders to institute strategic advantage; functional training chair for 1,200 personnel, increased competency based training 67%; rated #1 of 26 to lead organizational endeavors!

**OPERATIONS MANAGER & BRANCH CHIEF | Royal Air Force Base Lakenheath, UK** **2015 - 2018**

Led plans analysis, development and integration division and distribution branch; headed 113 person multifunctional, highly requested, award-winning team; won Air Force-level Logistics Effectiveness Award, USDA Certification 3-consecutive years, “Excellent” U.S. Customs Inspection and “Superior Team” Award!

**DIVISION CHIEF | Joint-Base McGuire-Dix-Lakehurst, NJ** **2012 - 2015**

Directed plans and integration division; supervised 12 direct reports supporting 88 diverse stakeholders including Presidential support, FEMA, FBI and 44,000 customers; managed War Reserve Materiel program worth \$25M; 5-time Logistics award winner and Team of the Year; received Humanitarian Service Medal!

**PRODUCTION MANAGER | Aviano, IT & Misawa, JP & Ogden, UT** **2001 - 2012**

Aircraft mission generation leader for DoD fighter and bomber aircraft (B-52/H, A-10, F-16C/D); consistently excelled and delivered results through 11 relocations; managed 21 direct reports and 33 programs valued at \$988M; handpicked as region Quality Inspector; 3-time team of the year & 2-time manager of year winner!

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## EDUCATION AND CERTIFICATIONS

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M.S. Management, University of Management and Technology, Arlington, VA

B.S. Business Administration, University of Management and Technology, Arlington, VA

A.S. Logistics, Community College of the Air Force, Montgomery, AL

A.S. Aircraft Armament Systems Technology, Community College of the Air Force, Montgomery, AL

Tableau Certified Associate – Desktop Certification, Tableau.com

*Completed numerous senior and executive-level courses in strategic development, project management, change management, leadership and human capital development.*

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## PROFESSIONAL AFFILIATION

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Project Management Institute – San Antonio and Austin Chapter Member

Alamo Project Management Institute – Community Outreach & K-12 Outreach Volunteer

San Antonio Food Bank – Food Distribution Coordinator

# DRK0720

**Current Location:** Salt Lake City, UT  
**Relocation:** Not currently; Yes in the future  
**Clearance:** N/A (Previous Secret / Clearable)  
**Certification:** PMP; CSM  
**Availability:** Two Week Notice  
**Education:** MBA; BSEE  
**Position Type:** GS Government Position / Federal; Full Time; Part Time; Remote

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**Senior Technical Program Manager, Confidential, Salt Lake City, UT** **2020 – Present**

- Program Manager & Technical leader for complex system integration efforts involving cross functional team leadership in a high technology environment working closely with the Chief of Information Security, Chief of Compliance and Chief of Legal.

**Senior Project Manager, HP Ince., Boise, ID** **2017 – 2020**

- Provided innovative project management support to senior executives on technology systems, project/program finance knowledge, risk assessment and management, process optimization, infrastructure development, and coordination of product delivery.

**Senior Technical Project Manager, GlobalFoundries, Malta, NY** **2016 – 2017**

- Project Manager for multiple Cloud-based / Web-based software development projects from planning to deployment, including multiple Salesforce application development projects. Translated business requirements into system requirements, documented and tracked project status, and analyzed and documented technical issues to engineer solutions based on technical, schedule and resource constraints.

**Business Consultant, RunTitle, Inc., Austin, TX** **2015 – 2016**

- Provided systems design and business analysis to executives, stimulating continuous process improvement and expense reduction. Designed data analysis tools and created reports to standardize processes, provide insight into current operations and forecasts for future actions. As Scrum Master, I ensured delivery of products in scope and on schedule.

**Graduate School** **2014 – 2016**

**Project Manager/Process Integration Eng., Samsung Austin Semiconductor, Austin, TX** **2011 – 2014**

- Process Engineer for leading semiconductor research, development, & manufacturing fabricator. Coordinated IT and engineering process implementation across 200+ engineering team, overseeing multimillion-dollar semiconductor inventory and producing \$230M worth of microchips annually.
  - **Staff Sergeant (1A271), U.S. Air Force, Charleston, SC 2006 – 2011**
    - Managed operations of 60+ personnel; regularly transported and deployed >10M\$ in human and materiel assets. Calculated aeronautical statics, dynamics; monitored, troubleshot, and maintained in-flight systems.
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## EDUCATION • CERTIFICATION • HONORS

**MBA**, Engineering and Technology, Texas State University May 2016

**BS**, Electrical Engineering Technology, Milwaukee School of Engineering May 2006

- PMP, Project Management Professional, PMI, 2020
- Certified Scrum Master, International Scrum Institute, 2017
- Previously held Secret Clearance
- SmartSheets, Wrike, Lucid Charts, Visio, Jira

**Professional Associations:** (IEEE) Institute of Electrical and Electronics Engineers; (SAME) Society of American Military Engineers

**Military Honors:** Airman Leadership Course Distinguished Graduate, 2010; Numerous medals & decorations including 4 Air Medals and the Air Force Good Conduct Medal

# CU0620

**CURRENT LOCATION:** ALBUQUERQUE, NM (IN GERMANY UNTIL AUGUST 1, 2020)  
**RELOCATION:** OPEN TO COLORADO  
**CLEARANCE:** SECRET (EXPIRES 2024)  
**CERTIFICATION:** PMP; GREEN BELT IN PROGRESS  
**AVAILABLE:** AUGUST 2020  
**POSITION TYPE:** SEEKING FULL TIME ROLE

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## PROJECT MANAGEMENT • CIVIL ENGINEERING • CONSTRUCTION • DEFENSE • AEROSPACE

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### PROFESSIONAL SUMMARY

Accomplished Project Manager with more than five years of experience within a large, diverse organization. Expertise in facilitating smooth flow of communication and project phase transition with breadth of experience in making ensuring clear collaboration by providing high quality visual and formal communication on project deliverables. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to manage people, stakeholder expectations, and to motivate and educate teammates. Possesses a keen aptitude for team dynamics, consensus-building, and collaboration. *United States Air Force Veteran, Secret security clearance (active through 2024).*

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### AREAS OF EXPERTISE

Civil Engineering	Project / Program Management	Construction
Public Health	Event Planning	Real Estate Management
Stakeholder Engagement	Team Leadership / Mentor	Resource Management
Continuous Process Improvement	ESRI / CAD Software Design	Defense / Aerospace

### SAMPLE PROJECT DELIVERED

Project Manager, United States Air Force – Initiated 1.9K hour project to identify and report airfield obstructions on no-fail airfield used for combat operations. Identified key project requirements, deliverables, and stakeholder expectations during project initiation. Planned communication capabilities and drafted key management plans enabling the execution of high-performance teams to conduct project work. Closely monitored and analyzed work performance data and reported findings and change requests to both the Department of Defense and Federal Aviation Administration Terminal Instrument Procedures databases. Finally, drafted after action reports, collected lessons learned and updated knowledge repositories.

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### CAREER HISTORY

#### UNITED STATES AIR FORCE

ENGINEERING CRAFTSMAN, US AIR FORCES EUROPE – SPANGDAHLEM, GERMANY	2017 – 2020
ENGINEERING TECHNICIAN, US AIR FORCES PACIFIC – OSAN AB, KOREA	2016 – 2017
ENGINEERING ASSISTANT – FORT LEONARD WOOD, MO	2014 – 2016
EMERGENCY MEDICAL TECHNICIAN (EMT-I) / DRIVER	
ALBUQUERQUE AMBULANCE SERVICE – ALBUQUERQUE, NM	2010 – 2014

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### EDUCATION • CERTIFICATION

BS, Psychology, University of Maryland	2020
AS, Construction Technology, Community College of the Air Force	2018
PMP, Project Management Professional Certification, PMI / Vets2PM	2020

**TECHNOLOGY / KEY WORDS:** Geographic Information Systems, Microsoft Office, Auto CAD, Excel, Outlook, LiDAR Data Application, Arc GIS, GPS surveying.

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.



## AJ0520

**CURRENT LOCATION:** GREATER PORTLAND, OR METRO AREA  
**RELOCATION:** YES, WITHIN OREGON OR WASHINGTON  
**CLEARANCE:** TS-SCI, CURRENT THROUGH 2023  
**CERTIFICATION:** PMP; COMMERCIAL PILOT RATING (FAA)  
**AVAILABLE:** NOVEMBER 2020  
**POSITION TYPE:** FULL TIME, PRIVATE SECTOR, FEDERAL, GOVERNMENT CONTRACTOR  
**INDUSTRY:** PREFER IT, DATA MANAGEMENT, ENGINEERING, TECH DESIGN

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### PROJECT MANAGER • PRODUCT MANAGER • BUSINESS INTELLIGENCE • DATA ANALYTICS • BUSINESS OPERATIONS

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#### PROFESSIONAL SUMMARY

Accomplished Project Manager with more than 13 years of experience within a large, diverse organization. Expertise in Project and Product Management, including Operational Planning, Organizational Leadership, Aviation, and Global Logistics. A decision maker with an innovative mindset providing critical services to a global workforce. Able to make data-driven decisions, present analysis to both senior leaders & large groups. A natural communicator, liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Comfortable with ambiguity and able to translate lessons learned and industry best practices to effectively manage skilled teams, ensure process improvement, and provide customer focused project excellence. *United States Air Force Veteran, Top Secret/SCI w/ CI Polygraph security clearance.*

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#### AREAS OF EXPERTISE

Project Management	Product Development	Operations Management
Stakeholder Engagement	Training & Development	Global Logistics
Risk Analysis / Mitigation	Team Leadership / Mentor	Budget / Resource Management

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#### CAREER HISTORY

##### UNITED STATES AIR FORCE

<b>SENIOR DIRECTOR/DIRECTOR OF STAFF, COMMANDER'S ACTION GROUP – WRIGHTSTOWN, NJ</b>	<b>2019 – PRESENT</b>
<b>SENIOR DIRECTOR, CONTINGENCY RESPONSE OPERATIONS – WRIGHTSTOWN, NJ</b>	<b>2018 – 2019</b>
<b>DEPUTY DIRECTOR, CONTINGENCY RESPONSE / EVALUATOR – WRIGHTSTOWN, NJ</b>	<b>2016 – 2018</b>
<b>MANAGER, OPERATIONS SUPPORT / TRAINING INSTRUCTOR – HONOLULU, HI</b>	<b>2012 – 2016</b>
<b>DIRECTOR / CONTROLLER, AIRLIFT OPERATIONS – TACOMA, WA</b>	<b>2009 – 2011</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>2003 – 2010</b>

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#### EDUCATION • CERTIFICATION

<b>MBA</b> , Project Management Concentration, Norwich University, VT	2014
<b>BS</b> , Mechanical Engineering, US Air Force Academy, CO	2007
<b>PMP</b> , Project Management Professional Certification, PMI / Vets2PM	2020

**TECHNOLOGY / KEY WORDS:** Google Suite, Microsoft Office 356.

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

# WLH0520

**CURRENT LOCATION:** TRIER REGION, GERMANY  
**RELOCATION:** YES (PREFER ATLANTA, GA; ANY MAJOR CITY IN U.S. SE REGION; U.S. METROPOLITAN REGIONS; OVERSEAS)  
**CLEARANCE:** CURRENT SECRET (10-YEAR COMPLETED: JULY 2015)  
**CERTIFICATION:** PMP; FAA A&P CERTIFICATE  
**AVAILABLE:** NOVEMBER 2020  
**EDUCATION:** MBA; BS; AAS  
**POSITION TYPE:** FULL TIME

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## AVIATION MAINTENANCE / LOGISTICS • PROJECT MANAGEMENT • OPERATIONS MANAGEMENT

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### PROFESSIONAL SUMMARY

Accomplished Aviation Maintenance professional with more than 28 years of experience within a large, diverse organization, leading up to 840 personnel. Expertise in Project, Program, and Operations Management, Aviation Maintenance, Logistics Management, Quality Assurance, Supply, and Human Resources. Breadth of experience in weapon system sustainment, test and evaluation, and logistics and maintenance requirements of assigned systems and programs. A natural communicator, effectively liaising at all levels and across divisions while guiding multi-functional teams toward a common goal. Excels in leading multi-cultural teams having lived and worked in Europe and the Middle East for 5+ years. Success derived from application of lessons learned analysis and industry best practices used to ensure effective collaboration, efficiency, and delivery of stakeholder objectives. *U.S. Air Force Veteran, Secret Security Clearance (July 2015); Top Secret SCI eligible.*

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### AREAS OF EXPERTISE

Project / Program Management	Aviation Logistics & Maintenance	Acquisition & Sustainment
Contracts Management	Program Analysis	Aircraft Test & Evaluation
Budget / Resource Management	Process Improvement	Stakeholder Engagement
Risk Management / Mitigation	Maintenance Production / QA	Training & Development

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### CAREER HISTORY

#### UNITED STATES AIR FORCE

SENIOR MANAGER, PROPULSION SYSTEMS / FIGHTER WING – SPANGDAHLEM AB, GERMANY	2018 – PRESENT
SENIOR MANAGER (SUPERINTENDENT), MAINTENANCE SQUADRON – AL DHAFRA AIR BASE, UAE	2017 – 2018
SENIOR MANAGER (SUPERINTENDENT), STUDIES AND ANALYSIS SQUADRON – RANDOLPH AFB, TX	2015 – 2017
SENIOR MANAGER (SUPERINTENDENT), SUPPLY CHAIN OPERATIONS SQUADRON – LANGLEY AFB, VA	2014 – 2015
SENIOR MANAGER (SUPERINTENDENT), AIR EXPEDITIONARY ADVISORY SQUADRON – AFGHANISTAN	2013 – 2014
SENIOR MANAGER (FLIGHT CHIEF), CENTRALIZED REPAIR FACILITY (CRF) C2 – LANGLEY AFB, VA	2009 – 2013
ENGINE SUPERINTENDENT, CENTRALIZED REPAIR FACILITY COMMAND & CONTROL – LANGLEY AFB, VA	2007 – 2009
SUPERINTENDENT, PROPULSION SYSTEMS, PEACE VECTOR IV, U.S. EMBASSY – CAIRO, EGYPT	2006 – 2007
MANAGER / TECHNICIAN, JET ENGINE INTERMEDIATE MAINTENANCE & TEST FACILITY – SHAW AFB, SC	2001 – 2006
POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS	1992 – 2001

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### EDUCATION CERTIFICATION

MBA, Master of Business Administration, Liberty University	2017
BS, Business Administration / International Management, Columbia Southern University	2012
AAS, Aviation Maintenance Technology, Community College of the Air Force	2008
PMP, Project Management Professional Certification #2755098 PMI / Vets2PM	2020
A&P, Airframe & Powerplant Certificate, Federal Aviation Administration	2020
GROL, General Radiotelephone Operator License, Federal Communications Commission	2019
CPI, continuous Process Improvement, Lean Six Sigma Green Belt, United States Air Force	2016
PMC, Professional Manager Certificate, Community College of the Air Force	2012
Graduate, Air Force Chief Master Sergeant Strategic Leadership Course	2019

**COURSEWORK:** Graduate of multiple industry-related courses. Full list available upon request.

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

## JRM0219

**CURRENT LOCATION:** GOLDSBORO, NC  
**RELOCATION:** NOT OPEN TO RELOCATION AT THIS TIME  
**CLEARANCE:** CURRENT SECRET CLEARANCE  
**CERTIFICATION:** PMP; PROFESSIONAL MANAGER CERTIFICATION  
**AVAILABILITY:** MARCH 2019  
**EDUCATION:** MBA; BS; AAS; AS  
**POSITION TYPE:** PART-TIME; REMOTE (VOLUNTEER OR PROFESSIONAL)

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### PROJECT MANAGEMENT • BUSINESS & FINANCIAL MANAGEMENT • AIRCRAFT ELECTRICAL SYSTEMS

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#### SUMMARY

Accomplished Project Manager with more than 15 years of experience within a large, diverse organization. Expertise in Project, Program, and Operations Management, leading highly skilled teams in providing services to a global workforce. Experienced in training, developing, and mentoring teams, accounting for capital assets, budgets, and resources, and ensuring safety within dynamic operating environments. A natural communicator, effectively liaising at all levels and across divisions while leading multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to effectively analyze, plan, monitor, and deliver process improvement, quality production, and stakeholder objectives - on time and within budget.

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#### AREAS OF EXPERTISE

Project Management	Program Management	Business Management
Leadership & Development	Capital Asset Management	Budget / Resource Management
Project Planning – Delivery	Stakeholder Engagement	Risk Management / Mitigation
Training & Development	Quality Assurance / Safety	Electrical / Environmental / HAZMAT

#### SAMPLE PROJECTS DELIVERED

Identified stakeholders and project goals to create a local purchase card process across five shops in support of 90 personnel. Developed cost management plan based on approved project scope, schedule, resources, and charter and used HR / procurement management plans to acquire and manage project resources. Used change management plan to control project scope, schedule, costs, and stakeholder expectations and OPA to obtain financial, legal, and administrative closure to ensure liability transfer.

Analyzed stakeholder objectives to create project charter to enhance tool check-in/check-out process for a <.01% lost tool rate across 90K transactions. Created WBS and used motivation theories and coaching techniques to maximize team performance. Used inspections to verify deliverables met established quality standards and transferred deliverables ownership to assigned stakeholders per project plan.

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#### CAREER HISTORY

##### UNITED STATES AIR FORCE

<b>DIRECTOR, ACCESSORIES (FLIGHT CHIEF) – SEYMOUR JOHNSON AFB, NC</b>	<b>2018 – PRESENT</b>
<b>TECHNICAL OPERATIONS / PROGRAM MANAGER, ACCESSORIES (SUPERINTENDENT) – JBER, AK</b>	<b>2016 – 2018</b>
<b>PROJECT / PROGRAM MANAGER, ELECTRICAL &amp; ENVIRONMENTAL MAINTENANCE – JBER, AK</b>	<b>2014 – 2016</b>
<b>SME, ELECTRICAL &amp; ENVIRONMENTAL SYSTEMS – NELLIS AFB, NV &amp; JBER, AK</b>	<b>2004 – 2014</b>

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#### EDUCATION • CERTIFICATION

<b>MBA</b> , Project Management, Keller Graduate School of Management	2013
<b>BS</b> , Occupational Safety & Health, Professional Aeronautics, Embry-Riddle Aeronautical University	2008
<b>AAS</b> , Aviation Maintenance Technology, Community College of the Air Force	2008
<b>AS</b> , Professional Aeronautics, Community College of the Air Force	2008
<b>PMP</b> , Project Management Professional Certification, PMI	2019
<b>PMC</b> , Professional Manager Certification, Community College of the Air Force	2013

#### COMMENDATION / PERSONAL ACHIEVEMENTS

380 EMXG SNCO of the Quarter	1Q 2018
Thunderbirds NCO of the Quarter	4Q 2012
3 MXG NCO of the Year	2009, 2018
Meritorious Service Medal	2016, 2019
AF Commendation Medal	2018, 2011, 2008

CURRENT LOCATION: WAINWRIGHT ALBERTA, CANADA  
 RELOCATION: NEAR BARRIE ONTARIO, CANADA  
 CLEARANCE: SECRET (CANADIAN FEDERAL GOVERNMENT)  
 CERTIFICATION: PMP, ADVANCED OPEN WATER DIVER  
 AVAILABILITY: CURRENTLY AVAILABLE  
 EDUCATION: MASTERS, ENVIRONMENTAL APPLIED SCIENCE  
 POSITION TYPE: FULLTIME GOVERNMENT OR PRIVATE

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ENVIRONMENTAL MANAGEMENT • ENERGY • CONSULTING • PROJECT MANAGER

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PROFESSIONAL SUMMARY

Accomplished leader with more than 14 years of experience within large, diverse organizations. Experienced in delivering stakeholder objectives by collaborating at all levels and across divisions while ensuring safety, compliance, and program tracking and accountability. An emerging professional in environmental leadership, completed a tailored MSc program to develop an understanding of corporate and government practices, including EMS, change management, life cycle assessment methods for greenhouse gas accounting, and due diligence requirements associated with corporate liability.

*Pursuing an Environmental Management role where I can apply my advanced level consulting, communication, and strategic marketing skills for team success and company advancement, with a long-term objective of developing a comprehensive understanding of how government and corporate organizations interact to one day influence policy development.*

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AREAS OF EXPERTISE

Project Management	Sustainable Culture Development	Environmental Management
Renewable Energy	Systems Engineering	Program Development
Project Planning – Delivery	Performance Management	POL Handling
Information Management	Team Leadership / Mentor	Training & Development

- Master's thesis focused on a life cycle assessment of an algal biorefinery while touching on potential reasons why these systems are difficult to implement and future implications.
- To facilitate environmental sustainability in practice, regularly volunteer with the Green Party of Canada and the Living Green Barrie, a local volunteer organization that helps the city of Barrie implement new environmentally conscious best practices.
- To hone speaking skills, became an active member of the Toastmasters.

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CAREER HISTORY

DEFENCE CONSTRUCTION CANADA

ENVIRONMENTAL PROJECT MANAGER – WAINWRIGHT AB

2018 – 2020

CANADIAN FORCES

MARKETING ADVISOR / APPLICATION MANAGEMENT TEAM LEAD, RECRUITING – BORDEN ON

2015 – 2017

DEPARTMENT DIRECTOR, ASSISTANT MARINE ENGINEERING DIRECTOR – ESQUIMALT BC

2013 – 2015

ENGINEERING AND EVALUATION CHANGE COORDINATOR, MARITIME OPERATIONS– ESQUIMALT BC

2011 – 2013

MARINE ENGINEERING OFFICER APPRENTICE – ESQUIMALT BC

2009 – 2011

POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS

2004 – 2009

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EDUCATION • CERTIFICATION

MASc, Master of Environmental Science and Management, Ryerson University – Toronto ON

2018

B.Eng., Chemical Engineering, Royal Military College of Canada – Kingston ON

2008

PMP, Project Management Professional Certification, PMI

2020

Marine Engineer Certification, Department of National Defense

2011

Advanced Open Water Diver

2009

SOFTWARE: MS Office (Word, Project, Excel, PowerPoint, Visio), Outlook

LANGUAGES: English, French (Reading B; Writing C; Oral Interaction B)

VOLUNTEER: Unify Toronto; Wainwright Runners; FruitShare; Project Drawdown; Volunteer Naturalist; and Living Green Barrie.

## RHL0320

CURRENT LOCATION: ROUND ROCK, TX  
RELOCATION: POSSIBLY OPEN; PREFER CENTRAL TX  
CLEARANCE: SECRET (FORMER/EXPIRED)  
CERTIFICATION: PMP  
AVAILABILITY: APRIL 2020  
EDUCATION: BA  
POSITION TYPE: FULL TIME; PREFER PRIVATE SECTOR; OPEN TO FEDERAL

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### PROJECT MANAGER • OPERATIONS MANAGEMENT

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#### PROFESSIONAL SUMMARY

Accomplished Project Manager with more than 20 years of experience within a large, diverse organization. Expertise in managing and leading operations and developing and implementing critical processes with breadth of experience in management of millions of dollars of equipment and dozens of personnel with expertise in training and development. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to manage people and process improvement deliverables. *United States Army & Marine Corps Veteran, security clearance eligible.*

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#### AREAS OF EXPERTISE

Project Management  
Inventory & Distribution  
Process Improvement / QA

Operations Management  
Manufacturing Facilities  
Team Leadership / Mentor

Environmental Safety & Health  
Training & Development  
Research & Testing

#### SAMPLE PROJECT DELIVERED

**PROJECT MANAGER, BASIC TRAINING DEVELOPMENT SECTION, FORT BENNING, UNITED STATES ARMY** – Led a two-year, 4.1K hour project initiated to train entry level soldiers into the United States Army. After initial tasking, identified key project requirements, expectations and goals to establish a new organizational training program. As the Project Manager, supervised team in the development of the communications, scope and change management plans. During execution, built and developed high performance teams to execute the assigned tasks to achieve deliverables while using lessons learned to enable continuous process improvements. Finally, after deliverables accepted, transferred ownership to the assigned stakeholders using the outlined procedures in the project management plan.

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#### CAREER HISTORY

<b>UNITED STATES ARMY</b>	
<b>PROJECT MANAGER / TRAINER / COACH / OBSERVER – FORT POLK, LA</b>	<b>2015 – 2018</b>
<b>TEAM LEADER, WEAPONS SUPERVISOR – SCHOFIELD BARRACKS, HI</b>	<b>2014 – 2015</b>
<b>PROGRAM MANAGER, WEAPONS DIVISION – SCHOFIELD BARRACKS, HI</b>	<b>2013 – 2014</b>
<b>OPERATIONS MANAGER, (SENIOR PERFORMANCE INSTRUCTOR) – FORT BENNING, GA</b>	<b>2012 – 2013</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>1995 – 2011</b>

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#### EDUCATION • CERTIFICATION

<b>BA</b> , Business Management, American Military University	2019
<b>PMP</b> , Project Management Professional Certification, PMI / Vets2PM	2020
<b>TWIC</b> , Transportation Worker Identification Certified	

**TECHNICAL / KEY WORDS:** Microsoft (MS) Project, Word, Excel, PowerPoint.

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

# MSG0320

CURRENT LOCATION: FAIRFAX, VA  
RELOCATION: PREFER DC METRO; OPEN TO SAN DIEGO, CA; CO; OR NC  
CLEARANCE: TS/SCI WITH CI POLYGRAPH. PR CLOSED 12/20/2019; AWAITING ADJUDICATION  
CERTIFICATION: PMP; LEAN SIX SIGMA GREEN BELT  
AVAILABILITY: JUNE 15, 2020; PREFER JULY 01, 2020  
EDUCATION: MS, BUSINESS ANALYTICS; MBA  
POSITION TYPE: FULL TIME; REMOTE  
INDUSTRY: CURRENTLY IN DEFENSE CONTRACTING; WOULD LIKE TO EXPLORE EDUCATION, HEALTHCARE, AEROSPACE, AND TECHNOLOGY

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## PROJECT MANAGEMENT • OPERATIONS MANAGEMENT • FACILITIES MANAGEMENT

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### PROFESSIONAL SUMMARY

Accomplished Project Manager with more than 13 years of experience within a large, diverse organization. Expertise in Project, Operations, and Facilities Management, solving complex problems, while ensuring teams understand the ‘big picture’ to accomplish stakeholder strategy. Breadth of experience in Aviation / Aerospace, Process Improvement, Quality Assurance, Logistics Management, and General Management. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to ensure effective team leadership, initiative, and project / program delivery. *United States Navy Veteran, TS/SCI Clearance with Counterintelligence Polygraph.*

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### AREAS OF EXPERTISE

Project Management  
Quality Assurance  
Training & Development

Operations Management  
Process Improvement  
Resource Management

Project Management  
Team Leadership / Mentor  
Stakeholder Engagement

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### CAREER HISTORY

SENIOR MANAGER, BOOZ ALLEN HAMILTON – ALEXANDRIA, VA	2019 – PRESENT
AVIATION BUSINESS CONSULTANT, GRADUATE INTERN, THE BOEING COMPANY – TUKWILA, WA	2018
UNITED STATES NAVY	
DIRECTOR, AVIATION TRAINING & DEVELOPMENT / LEAD INSTRUCTOR PILOT – KEKAHA, HI	2013 – 2017
DEPUTY DIRECTOR, AIR OPERATIONS / QA DIRECTOR – SAN DIEGO, CA & DEPLOYED ABROAD	2010 – 2013
STUDENT NAVAL AVIATOR, U.S. NAVY FLIGHT SCHOOL – FL, TX, VA	2006 – 2010
POSITIONS OF INCREASING RESPONSIBILITIES – VARIOUS LOCATIONS	2002 – 2006

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### EDUCATION CERTIFICATION

MBA & MS, Business Analytics Dual Degree, University of Notre Dame	2019
– Magna Cum Laude, Beta Gamma Sigma International Business Honor Society	
BS, Ocean Engineering, United States Naval Academy	2006
PMP, Project Management Professional Certification, PMI / Vets2PM	2019
Lean Six Sigma Green Belt Certification, MoreSteam	2019

**MILITARY TRAINING:** FAA Airline Transport Pilot; 1865 Flight Hours and 126 aircraft carrier arrested landings; SERE School Graduate; US Naval Academy Blue and Gold Officer; Encourage and guide exceptional individuals to see a Naval career through the Naval Academy.

**TECHNOLOGY:** Mac OS, Windows, Microsoft Office, Excel, R, Tableau, Basic Python, Basic SQL.

# RAH0320

LOCATION: FT. MEADE, MD  
 RELOCATION: OPEN TO RELOCATION  
 CLEARANCE: TS/SCI WITH CI POLYGRAPH  
 CERTIFICATION: PMP; PMC (PROFESSIONAL MANAGER CERTIFICATION)  
 AVAILABILITY: EARLY 2021  
 POSITION TYPE: OPEN TO ALL POSITION TYPES

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## EXECUTIVE LEADERSHIP • CYBER / TARGETING • INTELLIGENCE COMMUNITY

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### PROFESSIONAL SUMMARY

Accomplished Program Manager with more than 16 years of experience within a large, diverse organization. Expertise in joint planning with kinetic and non-kinetic efforts on targets against adversaries. Breadth of experience partnering with foreign law enforcement agencies, Homeland Security investigations, and the CIA with impeding drug and human smuggling through document and media exploitation and additional call-chain analysis. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practice used to build relationships / network, manage skilled teams, and adapt to stakeholder requirements. Possesses a keen aptitude for team dynamics, consensus-building, and collaboration. *United States Air Force Veteran, TS/SCI security clearance with CI Polygraph.*

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### AREAS OF EXPERTISE

Enforcement	Project Management	Intelligence Community Security / Law
Management / Mitigation	Stakeholder Engagement	Team Leadership / Mentor Risk
Management	Training & Development	Budget / Resource Management Program
Management	Communications Systems	Quality Assurance (QA / QC) Operations

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### CAREER HISTORY

#### UNITED STATES AIR FORCE

**DIRECTOR, SPECIAL THREATS & ACTIVITIES, AIR OPERATIONS CENTER – DAVIS-MONTHAN AFB, AZ 2018 – PRESENT**

**DIRECTOR OF OPERATIONS, TARGETS / AIR OPERATIONS CENTER – DAVIS MONTHAN AFB, AZ 2016 – PRESENT**

**SENIOR MANAGER, TARGET DUTY OFFICER, AIR OPERATIONS CENTER – OSAN AB, REPUBLIC OF KOREA 2015 – 2016**

**SENIOR MANAGER, TRAINING, INTELLIGENCE GROUP – OFFUTT AFB, NE 2014 – 2015**

**SUPERVISOR, TARGET DEVELOPMENT SECTION, INTELLIGENCE GROUP – OFFUTT AFB, NE 2013 – 2014**

**SME, SATCOM, WIDEBAND, AND RF COMMUNICATIONS – SPANGDAHLE AB, GERMANY 2010 – 2012**

**POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS 2003 – 2010**

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### EDUCATION • CERTIFICATION

BS, Business Administration and Management, University of Phoenix	2019
AS, Intelligence Studies Technology, Community College of the Air Force	2014
AS, Electronics Systems Technology, Community College of the Air Force	2013
PMP, Project Management Professional Certification, PMI / Vets2PM	2020
PMC, Professional Manager Certification, U.S. Air Force	2018

**TECHNOLOGY / KEY WORDS:** Joint Planning Process - Cyber/Air; Collateral Damage Estimation Certified; Point Precision Mensuration Certified; Cellebrite Certified; Status of Resources, Training, and Supplies (SORTS) Data Handler; Defense Traveling System Approving Official; Joint Information Operations Planners' Course; Unit Security Manager; Quality Assurance Evaluator; Defense Traveler Certifier; SORTS Data Handler; National Production Workshop SME.

# AN0220

**Current Location:** Nashville, TN  
**Relocation:** Not currently open to relocation  
**Clearance:** Active Secret Clearance  
**Certification:** PMP; Lean Six Sigma Green Belt  
**Availability:** Immediately  
**Position Type:** Full time, onsite, or remote

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## Professional Summary

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Accomplished servant leader and project manager with more than seven years of experience within a large, diverse organization. Proven track record as an innovative project and operations manager who develops effective systems and processes to lead teams and organizations to the next level. Possesses a breadth of experience in transportation operations, human resources / personnel management, and resource management. A natural communicator, effectively liaising with stakeholders at all levels, while guiding multifunctional teams toward a common goal. *United States Army Veteran with a Secret Security Clearance.*

- Project Management Professional
- Organizational Planning
- Risk Mitigation
- Logistical Management
- Lean Six Sigma Green Belt
- Effective Communicator
- System Process Development
- Team Building

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## Professional Experience

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### United States Army

**Senior Manager/Company Commander** – Fort Campbell, KY & Kuwait

May 2018 – Present

**Senior Operations and Project Manager** – Fort Campbell, KY

February 2017 – May 2018

**Operations and Project Manager** – Fort Bragg, NC

May 2015 – July 2016

**Operations Manager** – Fort Bragg, NC

December 2014 – May 2015

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## Civilian Education

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- Project Management Professional (**PMP**) Certification, PMI, Issued February 2020, Credential ID 2750072
- BA, English Literature, Biblical Studies Minor, Biola University; La Mirada, CA (2008 to 2012)
- Lean Six Sigma Green Belt, The Management and Strategy Institute, January 2020, Credential ID 39633369
- Scholars Semester in Oxford study abroad program, Oxford University; Oxford, England (2011)
- John Jay Institute Academic Fellowship, Langhorne, PA (Summer 2012)
  - Program dedicated to preparing military officers for principled public service

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## Military Training

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- Managerial Leadership School (US Army Ordnance Officer Leadership School, 640 hours), Fort Lee, VA (2012) (Class Leader) Sep 2012 – Mar 2013
- Senior Managerial Leadership School (US Army Logistics Captain's Career Course, 960 hours), Fort Lee, VA (2016) July 2016 – Feb 2017
- Hazardous Material First Responder (US Navy Explosive Ordnance Disposal (EOD) School 1,440 hours), Eglin Air Force, Base FL (2012-2013) (Class Leader) Mar 2013 – Dec 2014



# NBS0120

CURRENT LOCATION: KAISERSLAUTERN, GERMANY  
RELOCATION: OPEN TO RELOCATION; PREFER CO, UT, AZ, CA, TX  
CURRENT CLEARANCE: TOP SECRET/SCI  
CERTIFICATION: PMP; GREEN BELT  
AVAILABILITY: 1 AUGUST 2020  
EDUCATION: BS, INFORMATION TECHNOLOGY  
POSITION TYPE: FULL TIME, REMOTE, GOVERNMENT CONTRACTOR / CIVILIAN INDUSTRY, LOGISTICS, MANAGEMENT

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## PROGRAM MANAGEMENT • INTERNATIONAL LOGISTICS / SUPPLY CHAIN • EMERGENCY MANAGEMENT

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### SUMMARY

Accomplished Program Leader with more than 20 years of experience within large, diverse organizations. Expertise in Program, Project, and Operations Management, Logistics / Supply Chain, Emergency Management and Instruction / Course Development with breadth of experience in planning, monitoring, and delivering specialized services to a global workforce. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to effectively lead highly skilled teams, identify organizational deficiencies, and create sound solutions to ensure safety, efficiency, and mission objectives.

**Cleared for Top Secret Information and granted access to sensitive compartmented information based on a single scope background investigation completed on 11 July 2017.**  
**Experience in Security and Logistics Special Access Programs.**

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### AREAS OF EXPERTISE

Program/Project Management	Operations Management	Quality Assurance / Safety
Budget / Resource Management	Process & Procedure / SOPs	Education / Course Instruction
Change / Process Improvement	Strategic Operational Planning	Stakeholder Engagement

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### CAREER HISTORY

#### UNITED STATES AIR FORCE

<b>COMMAND MUNITIONS MANAGER, HQ U.S. AIR FORCE EUROPE – RAMSTEIN AB, GERMANY</b>	<b>2016 – PRESENT</b>
<b>MANAGER, MUNITIONS PRODUCTION (SECTION CHIEF), MAINTENANCE – INCIRLIK AB, TURKEY</b>	<b>2014 – 2016</b>
<b>PROGRAM MANAGER, COURSE CURRICULUM (FLIGHT CHIEF), MUNITIONS – BEALE AFB, CA</b>	<b>2012 – 2014</b>
<b>COURSE INSTRUCTOR, MUNITIONS – BEALE AFB, CA</b>	<b>2010 – 2012</b>
<b>MANAGER, MAINTENANCE / MUNITIONS INSPECTION – VARIOUS LOCATIONS</b>	<b>2000 – 2010</b>

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### EDUCATION • CERTIFICATION

<b>BS, Information Technology Systems Management w/ Honors, University of Phoenix</b>	<b>2008</b>
<b>AS, Instructor in Technology, Community College of the Air Force</b>	<b>2011</b>
<b>AS, Munitions System Technology</b>	<b>2009</b>

**PMP, Project Management Professional Certification, PMI / Vets2PM**

**2019**

Special Experience Identifier 836 - Munitions Inspector

Classroom Instructor Certification Level I – 1,000 instructional hours, Community College of the Air Force

Classroom Instructor Certification Level II – 2,000 instruction hours, Community College of the Air Force

#### ADDITIONAL EDUCATION / COURSEWORK

Senior Enlisted Joint Professional Military Education II (2017); DCAPES MAJCOM Functional Area Manager (FAM) (2017); NATO NCO Leadership Course (2016); U.S. Air Force Senior NCO Academy (2015); Army Red Team Course (2014); Analysis, Design, Development, Implementation, and Evaluation (ADDIE) course (2014); Contingency Wartime Planning Course (2010); NCO Academy (2010); Civilian Personnel Management Course (2009); Senior Enlisted Joint Professional Military Education I (2009); Airman Leadership School (2003).

**COMMENDATION:** Recipient of numerous high-level awards for performance excellence. Full list available upon request.

## JLB0120

CURRENT LOCATION: OMAHA, NE  
RELOCATION: NOT OPEN TO RELOCATION  
CLEARANCE: ACTIVE SECRET; PREVIOUS TS (EXPIRED)  
CERTIFICATION: PMP, CAPM, APHR, SCRUM MASTER, PRODUCT OWNER, PMC  
AVAILABILITY: 1 JULY 2020  
POSITION TYPE: FULL TIME PM IN FEDERAL, GOVERNMENT, OR CONTRACTOR POSITION

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### PROJECT MANAGEMENT • PROJECT COORDINATOR • PROJECT EXPEDITER

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#### PROFESSIONAL SUMMARY

Accomplished Program Manager with more than 19 years of experience within a large, diverse organization. Expertise in in weather forecasting for the U.S. Air Force, and in software development (team member), compliance, and as a product owner. Experienced in program management, training management, security management, and resource management, guiding 110 personnel and an annual budget of \$685K. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to manage people, provide mentorship, and communicate complex information for all audience levels. Possesses a keen aptitude for team dynamics, consensus-building, and collaboration. United States Air Force Veteran, Secret security clearance.

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#### AREAS OF EXPERTISE

Project Management	Program Management	AGILE Methodology
CPI / Process Improvement	Resource Management / Advisor	Compliance / Quality
Stakeholder Engagement	Team Leadership /Mentor	Training & Development

#### SAMPLE PROJECTS DELIVERED

**PROGRAM MANAGER - SELF ASSESSMENT PROGRAMS.** Self-Assessment Managers are the focal point for Air Force program compliance. Served as program manager, responsible for correcting deficiencies and keeping the stakeholder apprised of all pertinent information as the go-to person while also managing the information system that tracks deficiencies. For the project charter, created the program and decided how to handle inspections and briefing, devising the plan to ensure the team met all Air Force and DOD requirements. Executed the plan by validating checklists and monitoring deficiencies to successfully resolve them.

**PROJECT MANAGER / CONSULTANT - SOFTWARE SUITE DELIVERY.** AFW-WEBs is a software suite for Air Force Weather. Held responsibility to deliver products to aviation and military customers to help them travel safety while completing mission objectives. As a product owner, assisted the development team in gaining insight on how weather operators use their projects. Served as key point of contact in kickoff meetings, creating the product backlog, and helping to plan work in the product backlog to guide team in the performance execution. Maintained the website and helped decide when acceptance criteria had been met.

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#### CAREER HISTORY

##### UNITED STATES AIR FORCE

<b>DIRECTOR (SUPERINTENDENT), STANDARDS &amp; EVALUATION – OFFUTT AFB, NE</b>	<b>2018 - PRESENT</b>
<b>PROGRAM MANAGER, OPERATIONS EXPLOITATION – OFFUTT AFB, NE</b>	<b>2016 - 2018</b>
<b>SENIOR MANAGER, PROJECTS &amp; PROGRAMS – ASHEVILLE, NC</b>	<b>2013 - 2016</b>
<b>MANAGER, TESTING &amp; FIELDING – OFFUTT AFB, NE</b>	<b>2010 - 2013</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY - VARIOUS LOCATIONS</b>	<b>2000 - 2010</b>

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#### EDUCATION • CERTIFICATION

MS, Management, Liberty University	2007
BS, Occupational Education, Wayland Baptist University	2005
PMP, Project Management Professional Certification, PMI / Vets2PM	2019

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

# MHC1219

CURRENT LOCATION: FAYETTEVILLE, AR  
RELOCATION: NOT OPEN TO RELOCATION; WILLING TO TRAVEL / COMMUTE  
SECURITY CLEARANCE: INACTIVE TS/SCI  
CERTIFICATION: PMP  
AVAILABILITY: NORMAL NOTICE TO CURRENT EMPLOYER  
EDUCATION: MA, STRATEGIC STUDIES / BS, ECONOMICS  
POSITION TYPE: FULL TIME; PRIVATE OR GOVERNMENT SECTOR

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## PROJECT MANAGEMENT • OPERATIONS MANAGEMENT • SENIOR LEADERSHIP

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### SUMMARY OF QUALIFICATIONS

Accomplished Project and Operations Manager with more than 20 years of experience within large, diverse organizations. Expertise in leading teams with an emphasis in inclusive leadership, strategic planning, effective personnel management, and problem solving. Conducted domestic operations on both coasts and global operations in Afghanistan, Eritrea, Bahrain, Iraq, Japan, Guam and South Korea. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to lead teams, manage resources / costs, and drive effective schedules. *United States Marine Corps Colonel (Veteran) with a Top Secret/SCI Security Clearance (inactive).*

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### AREAS OF EXPERTISE

Organizational Leadership  
Strategic Planning & Sales Leadership  
Human Relations / Collaboration

Operations Management  
Risk Management / Mitigation  
Policy Implementation / SOPs

Logistics Management  
Training & Development  
Communications / Organization

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### PROFESSIONAL EXPERIENCE

<b>LEAD PROJECT MANAGER, TL SERVICES, INC – VAN BUREN, AR</b>	<b>2017 – PRESENT</b>
<b>WALMART</b>	<b>2014 – 2017</b>
<b>SENIOR MANAGER, ASSET UTILITY</b>	
<b>GENERAL TRANSPORTATION MANAGER (DEVELOPMENTAL) ONLINE GROCERY</b>	
<b>UNITED STATES MARINE CORPS – MULTIPLE LOCATIONS</b>	<b>1990 – 2014</b>
<b>SENIOR DIRECTOR, OPERATIONS / COMMANDING OFFICER</b>	
<b>DEPUTY OPERATIONS DIRECTOR (OFFICER)</b>	
<b>SENIOR MILITARY PLANNER / POLITICAL – MILITARY PLANNER</b>	
<b>PLANNING PROJECT MANAGER / JOINT PLANS TEAM CHIEF</b>	
<b>DIRECTOR / COMMANDING OFFICER</b>	

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### EDUCATION • TRAINING

MA, Strategic Studies, Marine Corps War College  
MA, Military Science, Marine Corps Command and Staff College  
BS, Economics (Burke Scholar), United States Naval Academy

### MILITARY EDUCATION

Marine Corps Amphibious Warfare Captain's Career Course; Field Artillery Officer Basic Course; Joint Targeting Course

### COMMENDATION

- Recipient of numerous awards for performance excellence. Full list available upon request.

# BDS1119

LOCATION: SAN ANTONIO, TX  
RELOCATION: NOT AT THIS TIME  
CURRENT CLEARANCE: SECRET  
CERTIFICATION: PMP; DoD PM LEVEL 3; DoD TEST AND EVAL LEVEL 1  
AVAILABLE: MAY 2020  
EDUCATION: MBA SPECIALIZING IN PROGRAM MANAGEMENT  
POSITION TYPE: FULL TIME

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## PROJECT & PROGRAM MANAGEMENT • PROCESS IMPROVEMENT • TEST & EVALUATION MANAGEMENT

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### PROFESSIONAL SUMMARY

Accomplished Program Manager with more than 20 years of experience within a large, diverse organization. Expertise in complex and highly technical project and program management (PMP Certified, DoD PM Level 3) with a proven record of successfully developing and implementing solutions to develop, test, maintain, and deliver unique capabilities to fulfill national defense requirements and support strategic objectives. Honed leader and natural communicator, skilled in forging high-performing teams focused on swiftly and succinctly achieving goals, while effectively liaising at all levels and divisions. Success derived from application of lessons learned analysis and industry benchmarking used throughout an extensive professional career. Possesses a keen aptitude for team dynamics, consensus-building, and collaboration. *United States Air Force veteran, Secret security clearance.*

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### AREAS OF EXPERTISE

Project & Program Management  
Team Building & Collaboration  
Aircraft Systems Improvement

Product Development  
Professional Mentoring  
Radar Systems Development

Process Improvement & Sustainment  
Software Development & Maintenance  
Missile System Augmentation

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### CAREER HISTORY

#### UNITED STATES AIR FORCE

<b>INNOVATION PROGRAM MANAGER, AIR EDUCATION AND TRAINING COMMAND – SAN ANTONIO, TX</b>	<b>2018 – PRESENT</b>
<b>DEPUTY PROGRAM MANAGER, HOMELAND DEFENSE RADAR - HAWAII, MDA – REDSTONE ARSENAL, AL</b>	<b>2017 – 2018</b>
<b>PROGRAM MANAGER, CONFIGURATION-3 BOOST VEHICLE DEVELOPMENT, MDA – REDSTONE ARSENAL, AL</b>	<b>2015 – 2017</b>
<b>DIRECTOR, WEAPON SYSTEM SUSTAINMENT, MDA – REDSTONE ARSENAL, AL</b>	<b>2014 – 2015</b>
<b>CHIEF, GROUND COMMAND AND CONTROL BRANCH, HQ USAF, SAF/AQ – PENTAGON, VA</b>	<b>2013 – 2014</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>1999 – 2013</b>

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### EDUCATION • CERTIFICATION

<b>MBA</b> , Program Management, Wright State University	2009
<b>BA</b> , Business Administration, Accounting, University of Texas at San Antonio	1999
<b>PMP</b> , Project Management Professional Certification, PMI / Vets2PM	2019
<b>PM Level 3</b> , Program Management Level 3, USAF	2010
<b>T&amp;E Level 1</b> , Test and Evaluation Level 1, USAF	2006

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

# ERM1119

**CURRENT LOCATION:** SUN PRAIRIE, WI (RELOCATING TO PITTSBURGH, PA MAY 2020)  
**RELOCATION:** NO  
**CLEARANCE:** SECRET (ACTIVE)  
**CERTIFICATION:** PMP, ENGINEER IN TRAINING (EIT) (PA)  
**AVAILABILITY:** JUNE 1, 2020  
**EDUCATION:** BS, ENGINEERING MANAGEMENT  
**POSITION TYPE:** FULL-TIME

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## PROJECT MANAGEMENT • ENGINEERING MANAGEMENT • LOGISTICS MANAGEMENT

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### PROFESSIONAL SUMMARY

Accomplished **Project Manager** with five years of experience as a proven leader able to effectively place the right personnel and resources to meet internal and external requirements. leveraging breadth of experience in **Engineering Management** to plan, organize, and supervise missions, projects, and programs. Possesses extensive knowledge in **Strategic Planning, Training Development, and Policy Implementation** derived from conducting domestic and global operations. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to solve complex problems in the delivery of stakeholder objectives. *United States Army Veteran, active Secret Security Clearance.*

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### AREAS OF EXPERTISE

- |                          |                        |                       |
|--------------------------|------------------------|-----------------------|
| • Project Management     | • Problem Solving      | • Risk Management     |
| • Engineering Management | • Employee Assessment  | • Conflict Resolution |
| • Leadership Development | • Operational Planning | • Team Building       |
- 

### PROFESSIONAL EXPERIENCE

#### UNITED STATES ARMY – VARIOUS LOCATIONS

##### ADJUNCT PROFESSOR, MILITARY SCIENCE AND LEADERSHIP

AUG 2018 – PRESENT

- Reinvigorated recruiting efforts at the University, implementing a comprehensive recruiting program that resulted in a 60% increase in the number of participating students.
- Coached students on leadership, time management, and organization, resulting in a 100% on time graduation rate.
- Planned and resourced an Army Aviation static display for 150+ students and local city residents, resulting in a positive culture on campus and in the local community that embraces the Reserve Officer Training Corps program.
- Imparted knowledge of fitness and experience as a competitive weightlifter to improve students' performance on their occupational physical assessment; training resulted in all students achieving the highest standard to qualify for combat roles.

#### LOGISTICS PLANNER

MAY 2017 – JAN 2018

- Primary assistant to the Logistics Director for a group of 600+ personnel and 300 vehicles, valued in excess of \$254M.
- Planned and executed the deployment and return of 275+ vehicles, trailers, and containers from CO to LA which included more than 90% of the unit's total combat power.
- Managed the unit's Government Purchase Card account as the Billing Official, ensuring that all mission-critical purchases.
- Assumed Logistics Director duties for field training exercise, ensuring all units were able to provide accurate / timely support.

#### ASSISTANT DEPARTMENT MANAGER

AUG 2015 – OCT 2016/FEB 2017 – MAY 2017

- Led a 23-person team on a four-month pre-deployment training initiative and a nine-month combat deployment to Kabul, Afghanistan; safely led 150+ events providing personnel protection for top-ranking U.S. and Coalition advisors.
- Deployed a 35-person team to the National Training Center and certified the team in artillery; executed the first ever artillery direct support air assault operation during the training cycle.
- Commended by the unit's senior executive as ranking in the top 10% of 36 peers; received personal praise for leading the only team to successfully certify at the National Training Center with zero attrition.
- Planned and led relocation of a 13-person unit; providing site security for the Afghan Government's Ministry of the Interior.

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### EDUCATION • CERTIFICATION

BS, Engineering Management, United States Military Academy at West Point | 2014 | Dean's List (8 Semesters), 3.55 GPA

PMP, Project Management Professional Certification, PMI/Vets2pm | 2019

Master Educator Course | 2019

Field Artillery Captain's Career Course | 2018

Unit Movement Officer Course | 2016

**Commendation:** Recipient of numerous awards for performance excellence. Full list available upon request.



MJT1119

Lieutenant Commander, M.S. Operations Research  
TS/SCI Clearance (Valid until October 2024)

## SUMMARY OF QUALIFICATIONS

- Trained aviator and communicator, well versed in high speed decision making, and effective transmission of ideas.
- Deep understanding of operations research decision processes, and a passion for solving problems.
- Experienced in problem solving using various coding techniques and large data sets.
- Extensive understanding of Calculus and Differential Equations.

## EXPERIENCE

### Master Instructor – Mathematics Department, U. S. Naval Academy

*United States Navy / Annapolis, MD / October 2013 - Present*

- Instructed over 550 Midshipmen across 8 academic semesters, and 4 summer sessions, in courses of Calculus I, II, and III, Differential Equations, and Math for Economics.
- Math and Science Division Financial Manager (18 months): Responsible for allotting and tracking \$300,000 in Academy funds, and \$165,000 in Gift Funds.
- Government Credit Card Holder (2 Years): Responsible for processing purchases, in excess of 10% of USNA's annual budget (\$1.2M).
- Powered Flight Program Schedules Officer: Maintained a Python based scheduling algorithm which collated daily training flight results, and coordinated a schedule for 80 midshipmen, 10 instructors, and 15 aircraft

### Naval Officer

*United States Navy / Global / November 1999 – Present*

- 2010-2013: Naval Postgraduate School - MS in Operations Research.
- 2008-2010: USS Dwight D. Eisenhower - Tactical Action Officer, Integrated Training Team Leader.
- 2005-2008: Personnel Exchange Program, United Kingdom - Maritime Patrol with Royal Air Force.
- 2002-2005: Patrol Squadron 4 - Tactical Coordinator and Lead Tactical Coordinator Instructor in Maritime Patrol Squadron.
- 1999-2002: Officer Candidate School, Flight School, Fleet Replacement Training
- 7 Middle East Deployments (air and sea), 1 Japanese deployment (air).

**Location:** Annapolis, MD  
**Clearance:** TS/SCI  
**Certification:** PMP  
**Available:** Immediately  
**Education:** MS/BS  
**Position Type:** Full Time, Remote

## SKILL

Proficiency  
MS Office/R/LaTex  
Familiarity  
Python/Ruby/JMP  
Communication  
Adaptability  
Problem Solving  
Strong Work Ethic  
Time Management

## EDUCATION

### MS Operations Analysis

Naval Postgraduate School, 2013

### BS Chemical Engineering

University of Cincinnati, 1999

# MTS1119

**Current Location:** Orlando, FL  
**Relocation:** Open within Central FL or Space Coast  
**Clearance:** TS/SCI SSBI (Active, Last investigation July 2015)  
**Certification:** PMP; Lean Six Sigma Green Belt; CompTIA Security+  
**Availability:** Currently Available  
**Education:** BSEE, Florida State University  
**Position Type:** Full time, Contract; Private Industry (preferred); Federal, State

## PMI PROJECT MANAGEMENT PROFESSIONAL (PMP) · SYSTEMS ENGINEERING · INSPIRED LEADERSHIP

### PROFESSIONAL SUMMARY

Accomplished Project / Program Manager with more than 9 years of experience within a large, diverse organization. Management and leadership expertise in positions of increasing responsibility within the communications and cyber functional areas of the Air Force. Experienced in critical thinking, strategy, process improvement, and planning. A natural communicator, expertly liaising across all enterprise echelons, while leading highly proficient, specialized teams that ensure mission-critical data is gathered and delivered to secure objective accomplishment. Successful in applying proven technical acumen and high-performance leadership to lessons learned analysis and industry benchmarking to assure project deliverables are obtained. Possesses a keen aptitude for team dynamics, consensus-building, and collaboration. *United States Air Force Veteran, TS/SCI Security Clearance.*

*"Mitch is a top performer who consistently leads by example to engage and motivate team members. He thinks strategically and communicates complicated information concisely to varied senior-level stakeholders. Combined with his strong technical acumen, he consistently produces high quality results."*

*- Division Director, Lt. Col. Donovan Cirino*

### AREAS OF EXPERTISE

Project & Program Management	Electrical Engineering	Strategic Planning
Team Leadership & Mentorship	Operations & Logistics Management	Financial Management
Risk Management & Mitigation	Cryptographic Management	Stakeholder Engagement

### CAREER HISTORY

#### UNITED STATES AIR FORCE

Operations & Program Management, Joint Network Operations – Robins AFB, GA	2015 – Present
Project Manager, Cyber Network Operations (Concurrent Role) – Robins AFB, GA	2017 – Present
Logistics & Support Supervisor, (Concurrent Role) – Robins AFB, GA	2017 – Present
Planning & Operations Supervisor, Cyber Squadron (Concurrent Role) – Robins AFB, GA	2017 – Present
Project Manager, Cyber Squadron Initiative – Robins AFB, GA	2017 – 2018
<b>RESERVE OFFICER TRAINING CORPS, AIR FORCE</b>	
Intern/Cadet – Detachment 145, Tallahassee, FL	2011-2015

### EDUCATION – CERTIFICATION

BS, Electrical Engineering, Florida State University, Tallahassee, FL	2015
PMP, Project Management Professional, PMI / Vets2PM	2019
Lean Six Sigma Green Belt, Aveta Business Institute	2019
Security+, CompTIA	2015

**Technology / Key Words:** PMP, Security+, MATLAB, 6 Sigma, Undergraduate Cyber Training, Technical Problem Solving (Network Combat Operations)

KJB1119

**CURRENT LOCATION:** DENVER, CO  
**RELOCATION:** OPEN; PREFER UPSTATE NY  
**CLEARANCE:** TS/SCI WITH CI POLY  
**CERTIFICATION:** PMP; COMPTIA SECURITY+  
**AVAILABLE:** MAY 2020  
**EDUCATION:** BS, INFORMATION TECHNOLOGY  
**POSITION TYPE:** ANY POSITION TYPE EXCEPT REMOTE

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**PROJECT MANAGEMENT • OPERATIONS MANAGEMENT • INFORMATION TECHNOLOGY / HUMAN RESOURCES**

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**PROFESSIONAL SUMMARY**

Accomplished Project Manager with more than 22 years of experience within a large, diverse organization. Expertise in military information technology with breadth of experience in human resources management of up to 450 personnel. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practice used to effectively manage personnel, lead teams, and manage resources. Possesses a keen aptitude for team dynamics, consensus-building, and collaboration. *United States Air Force Veteran, TS/SCI security clearance with polygraph.*

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**AREAS OF EXPERTISE**

Project Management  
Information Technology  
Budget / Resource Management

Operations Management  
Help Desk Management  
Stakeholder Engagement

Human Relations Management  
Senior Technician  
Team Leadership / Mentor

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**CAREER HISTORY**

**UNITED STATES AIR FORCE**

**DIRECTOR (FIRST SERGEANT), INTELLIGENCE GROUP – BUCKLEY AFB, CO** **2016 – PRESENT**

**DIRECTOR, OPERATIONS & READINESS, COMMUNICATIONS GROUP – RAMSTEIN AB, GERMANY** **2013 – 2016**

**DIVISION DIRECTOR (SECTION CHIEF), MISSION SYSTEMS INFRASTRUCTURE – OSAN AB, SOUTH KOREA** **2011 – 2013**

**GROUP DIRECTOR, CABLE SYSTEMS, COMMUNICATIONS GROUP – AVIANO AB, ITALY** **2009 – 2011**

**POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS** **1997 – 2009**

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**EDUCATION • CERTIFICATION**

**BS, Information Technology, State University of New York Empire State College** 2017

**AAS, HR Management / Personnel Administration, Community College of the Air Force** 2017

**AAS, Electronics Systems Technology, Community College of the Air Force** 2011

**AS, Humanities and Social Sciences, Clinton Community College** 2008

**PMP, Project Management Professional Certification, PMI / Vets2PM** 2019

**Security+ Certification, CompTIA** 2011

**TECHNOLOGY / KEY WORDS:** Voice Over IP, telephone key system, voicemail system, call tree experience. Some network experience with a Security+ certification.



# CMV0119

LOCATION: TUCSON, AZ  
RELOCATION: OPEN TO RELOCATION; OVERSEAS PREFERRED; WILLING TO CONSIDER OTHERS  
CLEARANCE: CURRENT SECRET CLEARANCE  
CERTIFICATION: PMP CERTIFIED  
AVAILABLE: JULY 1, 2019  
EDUCATION: MS & BS  
TYPE OF ROLE: FULL TIME

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## PROJECT MANAGEMENT • PROGRAM MANAGEMENT • OPERATIONS MANAGEMENT

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### PROFESSIONAL SUMMARY

Accomplished senior management professional with more than 20 years of experience within a large, diverse organization. Versatile leader with expertise in Project and Program Management supporting human resources, professional development, and team leadership within complex operational environments. Breadth of experience balancing specialized technical program operations and personnel support / advocacy . A natural communicator, effectively liaising at all levels and across divisions, while leading multifunctional teams toward a common goal. Success derived from applications of lessons learned analysis and industry best practices to guide operational policy, streamline processes, and develop effective procedures for continuous improvement, accountability, safety, and total customer satisfaction. *United States Air Force Veteran, Secret Security Clearance.*

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### AREAS OF EXPERTISE

Project / Program Management	Operations Management	Logistics / Inventory Management
Resource Management	Operational Planning	Coordination / Collaboration
Risk Management / Mitigation	Stakeholder Engagement	Policies & Procedures / SOP
Training & Development	Team Leadership / Mentor	Performance Management

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### CAREER HISTORY

#### UNITED STATES AIR FORCE

<b>DIRECTOR, MATERIEL &amp; EQUIPMENT MAINTENANCE (SECTION CHIEF) – TUCSON, AZ</b>	<b>2018 – PRESENT</b>
<b>PROGRAM DIRECTOR, MUNITIONS SYSTEMS (SECTION CHIEF) – TUCSON, AZ</b>	<b>2016 – 2018</b>
<b>PROGRAM MANAGER (FIRST SERGEANT), OPERATIONS – MOODY AFB, GA AND DAVIS-MONTHAN AFB, AZ</b>	<b>2009 – 2016</b>
<b>TRAINING &amp; MOBILITY MANAGER – AVIANO AB, ITALY</b>	<b>2006 – 2008</b>
<b>MUNITIONS SUPERVISOR – ANDERSEN AB, GUAM</b>	<b>2003 – 2005</b>
<b>SECURITY AND FACILITIES MANAGER – KADENA AB, JAPAN</b>	<b>2001 – 2003</b>
<b>MUNITIONS TECHNICIAN – VARIOUS LOCATIONS</b>	<b>1996 – 2001</b>

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### EDUCATION • CERTIFICATION

<b>MS</b> , International Relations / Global Studies, Northeastern University	2017
<b>BS</b> , Business Administration / Accounting, University of Maryland University College	2013
<b>AA</b> , Human Resource Management, Community College of the Air Force	2010
<b>AS</b> , Munitions Systems Technology, Community College of the Air Force	2002

<b>PMP</b> , Project Management Professional Certification, PMI	2018
Master Resiliency Certification	2018
Professional Manager Certification, Community College of the Air Force	2012

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

**TECHNICAL:** Microsoft Office (Word, Excel, PowerPoint), Data Analysis.

## MTL1019

**CURRENT LOCATION:** RAMSTEIN AIR BASE, MIESENBACH, GERMANY  
**RELOCATION:** PREFER RAMSTEIN AB REGION  
**CLEARANCE:** U.S. SECRET SECURITY CLEARANCE  
**CERTIFICATION:** PMP  
**AVAILABILITY:** JULY – AUGUST 2020  
**EDUCATION:** MA, MS, BS  
**POSITION TYPE:** FULL-TIME, FEDERAL, GOVERNMENT CONTRACTOR

**OBJECTIVE:** Position as a Security Cooperation Training Program Manager

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### PROFESSIONAL SUMMARY

Accomplished Training Program Manager and African International Affairs Strategist with significant experience in foreign aviation enterprise development and breadth of experience / understanding of legal, cultural, and political nuances involved in working with African Ministries of Defense achieved through more than four years of living and working with partner nation air forces. *United States Air Force Veteran*. Core skill sets include:

Program Management	Aviation / Aerospace
International and US Government Relations	Security Cooperation
Training Program Development	Coordinating / Synchronizing Processes
Team Building & Leadership	Strategy Development
Defense Budgeting / Financial Management	

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### PROFESSIONAL HIGHLIGHTS

<b>UNITED STATES AIR FORCE</b>	<b>(2003 – Present)</b>
<b>Country Program Manager</b>	
<b>Headquarters U.S. Air Forces Africa - Ramstein AB, Germany</b>	<b>May 2017– Present</b>
<b>Security Cooperation Program Manager, U.S. Embassy - Niamey, Niger</b>	<b>Mar 2016 – Apr 2017</b>
<b>Instructor, Financial Management Staff Officer Course - Biloxi, MS</b>	<b>May 2012 – Oct 2013</b>
<b>Command Analyst, Special Operations Command - Hurlburt Field, FL</b>	<b>May 2009 – May 2012</b>
<b>Deputy Commander, Financial Analysis Flight - Little Rock Air Force Base, AR</b>	<b>Jun 2006 – Jun 2007</b>
<b>Positions of Increasing Responsibility – Various Locations</b>	<b>2003 – 2006</b>

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### EDUCATION • CERTIFICATION • TRAINING

<b>MA</b> , Security Studies (Sub-Saharan Africa Concentration), Naval Postgraduate School	2015
<b>MS</b> , Financial Analysis, Air Force Institute of Technology	2009
<b>BS</b> , Business Management (Operations), Minor / Accounting, NC State University (Magna Cum Laude)	2003
<b>PMP</b> , Project Management Professional Certification, PMI / Vets2PM	2019
Level I, Department of Defense International Affairs Certification Program	2019
International Programs Security Requirements, (DISAM), Wright-Patterson AFB, OH	2016
French Basic Course, Defense Language Institute, Foreign Language Center, Monterey, CA	2015
Financial Management Staff Officer Course, Keesler Air Force Base, Biloxi, MS	2009
Certified Defense Financial Manager Accreditation, American Society of Military Comptrollers	2007
Basic Financial Management Course, Keesler Air Force Base, Biloxi, MS (Distinguished Graduate)	2005

**Proficient with:** Microsoft Office Suite, Share Point, Task Management Tool (TMT), Global - Theater Security Cooperation Management Information System (G-TSCMIS), and Security Cooperation Information Portal (SCIP); General Fund Enterprise Business System (GFEB); Commanders Resource Integration System (CRIS); and, General Accounting and Finance Systems (GAFS-BQ).

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### AWARDS & RECOGNITIONS

- Inductee, “The National Order of Niger,” by Nigerien President Issoufou Mahamadou for exceptional services rendered to the Nigerien Armed Forces
- Resource Manager of the Year (Meritorious Performance), American Society of Military Comptrollers (2010)

# RLR1019

CURRENT LOCATION: CHEYENNE, WY  
RELOCATION: OPEN TO RELOCATION; PREFER TN, NC  
CURRENT CLEARANCE: TS/SCI (MARCH 2018)  
CERTIFICATION: PMP, PROFESSIONAL MANAGER CERTIFICATION  
AVAILABILITY: MARCH 2020  
EDUCATION: BS, MANAGEMENT  
POSITION TYPE: FULL TIME

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## OPERATIONS SUPERINTENDENT • OPERATIONS MANAGEMENT • QUALITY ASSURANCE

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### PROFESSIONAL SUMMARY

Accomplished Program Manager with more than 24 years of experience within a large, diverse organization. Expertise as a seasoned, highly accomplished leader with proven success managing mission-critical production operations within strictly regulated requirements. Experienced in directing complex operational logistics, planning, scheduling, improvement initiatives, monitoring, and status reporting. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practice used to lead and manage teams, resources, and projects with National Security implications. Directs operation production and scheduling and manages quality based on strict requirements. *United States Air Force Veteran, TS/SCI security clearance.*

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### AREAS OF EXPERTISE

Operations Management	Quality Assurance / Compliance	Project Management Lifecycle
Strategic Operations Planning	Project / Program Monitoring	Security Operations / Management
Team Leadership / Mentor	Stakeholder Engagement	Logistics Management
Maintenance Management	Training & Development	Budget / Resource Management

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### CAREER HISTORY

#### UNITED STATES AIR FORCE

<b>DIRECTOR, MUNITIONS (SUPERINTENDENT) – FRANCES E. WARREN AFB, WY</b>	<b>2017 – PRESENT</b>
<b>MANAGER, MAINTENANCE AND LOGISTICS, SPECIAL WEAPONS – MINOT AFB, ND</b>	<b>2016 – 2017</b>
<b>PROGRAM MANAGER / OPERATIONS TEAM LEADER, MAINTENANCE – KIRTLAND AFB, NM</b>	<b>2014 – 2016</b>
<b>MANAGER, SYSTEMS OPERATIONS / LOGISTICS – KIRTLAND AFB, NM</b>	<b>2012 – 2014</b>
<b>MANAGER, MUNITIONS MAINTENANCE – BUECCHEL AB, GERMANY</b>	<b>2011 – 2012</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY - VARIOUS LOCATIONS</b>	<b>1996 – 2010</b>

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### EDUCATION • CERTIFICATION

AS, Munition Systems Science, Community College of the Air Force	2005
BS, Management Science, Park University	2014
PMP, Project Management Professional Certification in progress, PMI / Vets2PM	Expected 2019
PMC, Professional Managers Certificate, Community College of the Air Force	2015

# PS1019

**Current Location:** Redwater Alberta, Canada  
**Relocation:** Open for the right role  
**Clearance:** Previous / Clearable  
**Certification:** PMP; Construction Business Administration Diploma  
**Available:** Currently Available  
**Education:** University Diploma  
**Position Type:** Full Time or Remote

**Objective Is to work within a high caliber and professional company.**

## **HIGHLIGHTS OF QUALIFICATIONS:**

- Construction Management and Administration Certificate
- Direct experience in earthworks projects, oilfield waste management, pipeline integrity digs, reclamation/remediation, civil construction, and/or oilfield construction.
- Provided Contract Administration and Construction Supervision Support
- Preparation of proposals, cost estimates, budgets, tenders, designs, forecasting, meeting minutes, project diaries, and progressive estimates
- Evaluate and interpret job cost reports to make decisions on schedule, crew and equipment matters
- Directed and coordinated activities of field personnel to ensure project progresses on schedule and within prescribed budget
- Extensive supervisory experience
- Experienced Heavy Equipment and Crane Operator as a civilian and while in the military
- Supports the maintenance of internal and external relations through communication with clients, project teams and any other relevant stakeholders in coordination with Project Managers or delegates as appropriate
- Intermediate computer skills to successfully utilize intranet resources, complete online safety orientation, and HR onboarding tasks
- Strong organizational, problem solving and troubleshooting abilities
- Ensure that operations comply with company policies and government regulations

## **WORK EXPERIENCE:**

Ledcor – Hydraulic Boom Crane Operator – Nisku Alberta	2012/ 2014-2016
Flatiron – Hydraulic Boom Crane Operator – Edmonton Alberta	2012-2014
HMI Industries/Hazco - Superintendent – Fort McMurray Alberta	2006-2010

## **SHORT TERM CONTRACTS:**

Lauriee Picker and Oilfield Services – Picker Operator – Nisku Alberta	2010-2012
Gypsy Rigging and Picker – Picker Operator – Fort McMurray Alberta	
Sunset Sales and Recycle – Site Manager – Fort McMurray Alberta	
Surmont Sand and Gravel – Foreman/Operator – Fort McMurray Alberta	

Canadian Armed Forces – Combat Engineer Equipment Operator	1986-2006
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## **EDUCATION:**

Construction Management and Administration Certificate – University of Alberta	2019
Project Management Professional Certificate from PMI	2019
Construction Industry Gold Seal Certification in process	2019
Journeyman Crane and Hoisting Equipment Operator	1993
Heavy Equipment Operator & Class 1 with Air Endorsement	1990

## **ADDITIONAL TRAINING:**

Construction Industry Ethics course booked Oct 04	2019
Microsoft Project Level 1 course	2019
Banff Middle Management Course	1999
Hazco Safety Supervisor Course	2003

# EWE0919

CURRENT LOCATION: HONOLULU, HI  
RELOCATION: NO (STAYING IN HI)  
CLEARANCE: TS/SCI (JUNE 2019)  
CERTIFICATION: PMP  
AVAILABILITY: CURRENTLY AVAILABLE

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## PROJECT MANAGEMENT • PROGRAM MANAGEMENT

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### PROFESSIONAL SUMMARY

Accomplished Program Manager with 20+ years of experience within a large, diverse organization. Expertise in Program / Project Management and Training Development, responsible for driving organization results through strong leadership, while delivering learning and development solutions to a global workforce. Possesses strategic and operational experience at all levels, with the business acumen to create and implement programs, manage complex projects, and liaise with stakeholders and customers in high-tempo environments. A natural communicator and inspirational leader, collaborating at all levels and across organizations, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to ensure organizational success, effective resource management, and deliver stakeholder objectives per strategy. *United States Air Force Veteran, TS/SCI clearance.*

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### AREAS OF EXPERTISE

Project Management  
Strategic Planning  
Project Planning - Delivery  
Instructional Design

Program Management  
Stakeholder Engagement  
Negotiation / Liaison  
Talent Management

Training Design / Delivery  
Resource Management  
Operations Management  
Team Leadership / Mentor

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### CAREER HISTORY

<b>OPERATIONS ANALYST, AECOM – HONOLULU, HI</b>	<b>2019 – PRESENT</b>
<b>UNITED STATES AIR FORCE</b>	
<b>PROGRAM MANAGER (BRANCH CHIEF) / LEGISLATIVE LIAISON – WASHINGTON, DC</b>	<b>2017 – 2019</b>
<b>PROGRAM MANAGER (BRANCH CHIEF), SPACE / CYBER PROGRAMS – WASHINGTON, DC</b>	<b>2015 – 2016</b>
<b>SENIOR EXECUTIVE TO THE DIRECTOR, AIR EDUCATION &amp; TRAINING COMMAND (AETC) – SAN ANTONIO, TX</b>	<b>2013 – 2014</b>
<b>DIRECTOR (CHIEF), TRAINING AND DEVELOPMENT – SAN ANTONIO, TX</b>	<b>2011 – 2013</b>
<b>OPERATIONS MANAGER (BRANCH CHIEF) / MISSION DIRECTOR, NSA – FT. MEADE, MD</b>	<b>2010 – 2011</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>1993 – 2008</b>

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### EDUCATION • CERTIFICATION

Master's Degree, Military Operational Art and Science, Air Command and Staff College	2015
MS, Homeland Security Management, University of Maryland University College	2012
BS, Human Services, Wayland Baptist University	2002
PMP, Project Management Professional, PMI / Vets2PM	2019
Published Author	2015

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

# MP0919

CURRENT LOCATION: SUMTER, SC  
RELOCATION: OPEN TO OLYMPIA / SEATTLE, WA; BILOXI, MS / SLIDELL, LA; PENSACOLA, FL  
CLEARANCE: TS/SCI WITH DCID ELIGIBILITY  
CERTIFICATION: PMP, PROFESSIONAL MANAGER CERTIFICATION, CIC LEVEL 2  
AVAILABILITY: SUMMER 2020  
EDUCATION: BACHELOR'S (CUM LAUDE), MS IN PROJECT MANAGEMENT IN PROGRESS  
POSITION TYPE: FULL TIME; INTERNSHIP (COULD COMMENCE MARCH 2020)

## PROJECT MANAGER

### PROFESSIONAL SUMMARY

Accomplished Project Manager with more than 20 years of experience within a large, diverse organization. Expertise in promoting and executing organizational vision with breadth of experience in operations management, project management, contracts, and acquisition with responsibility for large budget execution while providing critical services to a global workforce. A natural communicator, effectively liaising at all levels and across divisions while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to effectively operate with limited resources in austere environments while simultaneously exercising problem solving skills key to delivering stakeholder objectives. U.S. Air Force Veteran.

### AREAS OF EXPERTISE

Project Management  
Contract / Acquisitions  
Training & Development

Operations Management  
Team Leadership / Mentor  
Stakeholder Engagement

Budget / Resource Management  
Manpower Planning  
Risk Management - Mitigation

### CAREER HISTORY

#### UNITED STATES AIR FORCE

##### PROJECT MANAGEMENT

- Built, led and guided the establishment of a new flight operations support organization with six departments with 56 employees, delivering support for over 1,200 employees.
- Oversaw execution of 72 projects, totaling \$15 million(M) in contracts and acquisition of \$14M in equipment.
- Managed \$960,000 annual budget, coordinated 52 remote working trips and renovation of \$10M building.
- Negotiated, sourced manpower requirements and filled vacancies.

##### TEAM DEVELOPMENT

- Conducted 62 professional skills development seminars for 112 employees focused on writing and verbal communications skills.
- Defined roles and responsibilities of 297 employees cutting organizational training requirements by 90%.
- Developed 24-day job qualification training plan.

##### COMMUNICATION AND LEADERSHIP

- Guided the development of policies and procedures governing the execution of over 165K hours of combat for the MQ-9 (remotely piloted aircraft).

### CHRONOLOGICAL CAREER HISTORY

SENIOR ADVISOR (SQUADRON SUPERINTENDENT), U.S. AIR FORCE

2017 – PRESENT

OPERATIONS MANAGER (FLIGHT CHIEF), U.S. AIR FORCE

2013 – 2017

WEATHER FORECASTING INSTRUCTOR, U.S. AIR FORCE

2009 – 2013

### EDUCATION CERTIFICATION

MS, Project Management, Liberty University

Expected Fall 2021

BAS, Bachelors of Applies Sciences, Interdisciplinary Studies, Cum Lade, Liberty University

2016

PMP, Project Management Professional Certification, PMI / Vets2PM

2019

Graduate, Senior Military Leadership School, U.S. Air Force

2018

COMMENDATION: Recipient of numerous awards for performance excellence. Full list available upon request.

## GS0819

CURRENT LOCATION: CASPER, WY  
RELOCATION: OPEN; ROCKY MOUNTAIN REGION; SOUTHWEST REGION; AND OVERSEAS  
CLEARANCE: N/A  
CERTIFICATION: PMP; JOURNEYMAN ELECTRICIAN  
AVAILABILITY: MARCH 2020  
EDUCATION: AAS; BS EXPECTED FALL 2020  
POSITION TYPE: FULL TIME, FEDERAL, REMOTE

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### PROJECT MANAGEMENT • ELECTRICIAN • LEADERSHIP

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#### PROFESSIONAL SUMMARY

United States Navy veteran and skilled Journeyman Electrician with team management and leadership experience who is proactive and passionate about learning new skills and information. Seeking a challenging career with a progressive organization that provides an opportunity to capitalize on my leadership and technical abilities. *United States Navy Veteran.*

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#### AREAS OF EXPERTISE

Project Management  
Training & Development

Electrical / Electrician  
Stakeholder Engagement

Team Leadership  
Construction Bids / Proposals

- Places high priority on time management and personal organization
- Exhibits leadership qualities with a positive and focused approach to all professional endeavors
- Employs a safe, pro-active, and team-oriented style that results in effective business training and development
- Exercises a team-player mindset and ability to work with minimal supervision under tight deadlines

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#### CAREER HISTORY

##### LEAD JOURNEYMAN, SPRECHER ELECTRIC – CASPER, WY

01/2010 – PRESENT

- Excels at analyzing and solving problems with various electrical controls and systems.
- Oversees a team of technicians in the installation, maintenance, and repair of electrical wiring systems in residential, commercial, and industrial settings.
- Assists in the preparation and execution of numerous commercial bids.
- Earned a reputation for expertise in complex troubleshooting and problem resolution.
- Cultivated excellent relationships with clients that led to a strong base of referral business.

##### UNITED STATES NAVY

##### PETTY OFFICER THIRD CLASS – VARIOUS LOCATIONS

2004 – 2009

- Subject matter expert; continually sought out by Junior Officers and Sailors for my exceptional command of all aspects of navigation.
- Maintained over 50 nautical charts, ensured USS Comstock sailed over 100,000 miles without incident.
- Developed comprehensive training plans and tracked Personal Qualification Standards for eight Sailors with minimal discrepancies.

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#### EDUCATION • CERTIFICATION

##### BS, PROJECT MANAGEMENT, COLORADO STATE UNIVERSITY

EXPECTED FALL 2020

##### AAS, FIRE SCIENCE, CASPER COLLEGE

2014

Fire Sciences and Fire Technology; Hazardous Materials Awareness; Hazardous Materials Operations; Firefighter 1; Inducted into the National Society of Leadership and Success, Sigma Alpha Pi, the largest collegiate leadership honor society in the United States.

PMP, Project Management Professional Certification, PMI / Vets2PM

2019

ADDITIONAL CERTIFICATIONS: CPR/AED; EMT-B; Emergency Oxygen Provider; PADI Certified Rescue Diver; Wilderness First Aid; Brazilian Jiu Jitsu Purple Belt

#### Medals and Awards

Navy and Marine Corps Achievement Medal; Enlisted Surface Warfare Specialist; Global War on Terrorism Expeditionary Medal; Navy Good Conduct Ribbon.

# SF0819

LOCATION: TAMPA / CLEARWATER / ST. PETERSBURG, FL  
 RELOCATION: NOT OPEN TO RELOCATION  
 SECURITY CLEARANCE: TS/SCI  
 CERTIFICATION: PMP; LEAN SIX SIGMA GREEN BELT  
 AVAILABLE: IMMEDIATE AVAILABILITY  
 EDUCATION: BBA  
 POSITION TYPE: FULL TIME, GOVERNMENT CONTRACTOR, FEDERAL, STATE / LOCAL GOV., CONTRACT

## SR. IT PROJECT MANAGER

Versatile Project Manager with extensive experience within large and complex organizations planning, implementing, and supporting life-cycle management best practices for global operations. Possesses in-depth aptitude in clearly articulating leadership vision, senior strategies, future planning, complex solutions, cyber/IT security initiatives, and goals-driven team expectations. Successes derived from proficiencies in healthcare, military construction (MILCON), IT, emergency management, and aviation support systems projects. I am looking integrate my diverse background into an organization that demands excellence and seeks professionals that thrive and excel in high-pressure and fast paced environments. **Active TS/SCI clearance.**

## AREAS OF COMPETENCY

PMO / Project Leadership	Microsoft Office Suite	Portfolio / Program Analysis
PMBOK / Agile	Stakeholder Engagement	Resource / Budget Management
Collaboration / Liaison	Team Development / Mentorship	Strategic / Operations Planning
Requirements Development	Risk / Conflict Management	Contract Management

## PROFESSIONAL EXPERIENCE

<b>UNITED STATES AIR FORCE (USAF)</b>	
<b>SR. IT PROJECT MANAGER – TAMPA, FL</b>	<b>2018 – PRESENT</b>
<b>SENIOR ADVISOR, JOINT COMMUNICATIONS SUPPORT ELEMENT – TAMPA, FL</b>	<b>2015 – 2018</b>
<b>CHIEF, COMMUNICATIONS PLANS, OPERATIONS, AND AIRFIELD MAINTENANCE – VALDOSTA, GA</b>	<b>2011 – 2015</b>
<b>AIR FORCE SENIOR ENLISTED COMMUNICATIONS ADVISOR – BAGHDAD, IRAQ</b>	<b>2009 – 2010</b>
<b>PROJECT / PROGRAM MANAGER – WASHINGTON, D.C.</b>	<b>2007 – 2009</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>1992 – 2007</b>

## EDUCATION • CERTIFICATIONS

<b>BBA</b> , Management (Project Management), University of Management and Technology	2015
<b>AAS</b> , Telecommunications Management, Community College of the Air Force	2001
Air Force Advance Leadership Experience, Community College of the Air Force	2013
<b>PMP</b> , Project Management Professional Certification, Project Management Institute	2019
<b>Lean Six Sigma Green Belt</b>	2016
<b>Disney's Approach to Business Excellence</b> , The Disney Institute	2011



# MJW0719

COLORADO SPRINGS, CO  
OPEN; PREFER WY, TX, OK, FL, OPEN TO OTHER  
TS/SCI (EXPIRES 13 SEPT 2019)  
PMP; SECURITY+ CE (APRIL 2019)  
1 SEPTEMBER 2019  
BS  
FULL TIME; WILLING TO CONSIDER CONTRACT OR FEDERAL

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## PROJECT / PROGRAM MANAGEMENT • INTELLIGENCE ANALYSIS IT • INFORMATION SECURITY

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### PROFESSIONAL SUMMARY

Accomplished Project Manager and Intelligence Professional leveraging 15+ years of experience within a large, diverse organization. Expertise in Project Management, leading teams of 20 in a dynamic, fast paced environments while providing critical services to a global workforce. Possess a comprehensive background in information security, intelligence analysis, process improvement, and documentation handling. Experienced team leader, trainer, and curriculum developer. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to protect assets, property, and equipment valued over \$5M and ensure projects exceed stakeholder expectations *U.S. Air Force Veteran, TS/SCI security clearance, available September 2019.*

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### AREAS OF EXPERTISE

Project Management	Intelligence Analysis	Information Technology Security
Stakeholder Engagement	Resource Management	Risk Management   Mitigation
Process Improvement (CPI)	Training & Development	Operations Management
Data Analysis	Research   Analytical Skills	Workforce Management

- **OPERATIONS MANAGEMENT** | Grasped strategic vision of executive leadership and swiftly developed detailed plans of action, guiding staff in the execution of groundbreaking organizational objectives.
- **TRAINING / DEVELOPMENT** | Improved organizational performance through hands-on training and a leadership approach that emphasized decision-making through active listening. Designed and implemented integrated training programs in close collaboration with senior leadership analyzing current training demands and devising innovative and appropriate solutions.
- **PROBLEM SOLVING / ANALYSIS** | Analyzed internal processes while recommending and implementing procedural or policy changes to improve and streamline operations and promote overall mission accomplishment.

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### CAREER HISTORY

<b>UNITED STATES AIR FORCE</b>	
<b>DIRECTOR (SUPERINTENDENT), SPACE WING INTELLIGENCE – COLORADO SPRINGS, CO</b>	<b>2019 – PRESENT</b>
<b>PERSONNEL SECURITY MANAGER – TYNDALL AFB, FL</b>	<b>2017 – 2019</b>
<b>PROGRAM MANAGER, INTEGRATED OPERATIONS – GOODFELLOW AFB, TX</b>	<b>2016 – 2017</b>
<b>PROGRAM MANAGER   CAREER DEVELOPMENT COURSE WRITER – GOODFELLOW AFB, TX</b>	<b>2013 – 2016</b>
<b>ALL SOURCE INTELLIGENCE ANALYST, DIA – WASHINGTON, DC</b>	<b>2008 – 2013</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>1999 – 2008</b>

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### EDUCATION CERTIFICATION

<b>BS</b> , Bachelor of Business Administration, Peru State College – Peru, NE	2004
<b>PMP</b> , Project Management Professional Certification in progress, PMI   Vets2PM	Expected 2019
<b>COMPTIA Security+ ce</b>	2019
Instructor Level 2 Certified, Community College of the Air Force	2014

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

### TECHNICAL SKILLS

**SOFTWARE:** Microsoft Office, SharePoint. **OPERATING SYSTEMS:** Mac | Microsoft Windows

# AG0719

CURRENT LOCATION: SAN ANTONIO, TX  
 RELOCATION: NOT ABLE TO RELOCATE  
 CLEARANCE: SECRET  
 CERTIFICATION: PMP; PROFESSIONAL MANAGER CERTIFICATION; CEHRS  
 AVAILABILITY: AVAILABLE 13 JANUARY 2019  
 EDUCATION: MHA; MBA  
 POSITION TYPE: FULL TIME; OPEN TO REMOTE; CONTRACT; FEDERAL; CONTRACTOR

## PROJECT MANAGEMENT • HEALTHCARE ADMINISTRATION • HUMAN RESOURCES MANAGEMENT

### PROFESSIONAL SUMMARY

Accomplished Project Management professional with more than 21 years of experience within large, diverse organizations. Expertise in Healthcare and Human Resources Administration, with breadth of experience in Program Management, Compliance, Team and Talent Management, and information privacy and security. A natural communicator and skilled leader, effectively guiding high-performance teams to accomplish strategic and organizational goals, while simultaneously adapting to shifting situational conditions. Success derived from application of lessons learned analysis and industry best practices used to brief executive stakeholders, identify and resolve issues, effectively manage programs and resources, and boost employee morale. *United States Air Force Veteran, Secret security clearance, available January 2020.*

### CORE COMPETENCIES

Project / Program Management	Healthcare Administration	Human Resources Management
Risk Management / Mitigation	Information Privacy	Consultation / Conflict Resolution
Strategic Planning / Execution	Compliance Oversight	Hiring, Training & Development
Stakeholder Engagement	Hospital / Clinical Oversight	Employee Relations

### CAREER HISTORY

**DIRECTOR, HEALTH SERVICES MANAGEMENT – AIR FORCE MEDICAL OPERATIONS AGENCY, TX** **2017 – PRESENT**

- Senior consultant / liaison for the 2nd largest medical enlisted career field in the Air Force. Leads training, resourcing, and utilization of 5K+ military / civilian employees across 76 military treatment facilities, servicing 260K beneficiaries.

**SENIOR HUMAN RESOURCE PROGRAM MANAGER, DAVID GRANT MEDICAL CENTER – TRAVIS AFB, CA** **2015 – 2017**

- Senior advisor overseeing a \$155M budget supporting 376K DoD/VA beneficiaries. Led employee relations programs for 2.5K staff and ensured facility accreditation throughout the enterprise.

**SENIOR HUMAN RESOURCE PROGRAM MANAGER, MEDICAL SUPPORT DIVISION – HICKAM AFB, HI** **2014 – 2015**

- Principle senior advisor responsible for training / utilization of 78 staff. Oversaw a \$20M budget supporting 163K multi-service market population. Led organization's recognition, development, and performance evaluation programs.

**MANAGER, HEALTH BENEFITS AND PATIENT ADMINISTRATION – HICKAM AFB, HI** **2013 – 2014**

- Led a team of 31 across nine functional work centers supporting 163K multi-service market population. Enterprise Customer Service Manager, Benefits Counselor, and Compliance officer, delivering education / training to 397 staff.

**SENIOR HUMAN RESOURCE PROGRAM MANAGER: MEDICAL OPERATIONS DIVISION – HICKAM AFB, HI** **2012 – 2013**

- Principle senior advisor responsible for training / utilization of 84 staff. Oversaw \$20M budget supporting 163K multi-service market population. Led organization's recognition, development, and performance evaluation programs.

**MANAGER, MEDICAL READINESS & CONTINGENCY OPERATIONS – HICKAM AFB, HI** **2011 – 2012**

- Led unit deployment functions for 207 Active Duty staff, six deployable units, and four equipment cargo packages. Managed training programs to ensure compliance and served as Security Program manager for 397 employees.

**SENIOR HUMAN RESOURCE PROGRAM MANAGER, MEDICAL SUPPORT DIVISION – CANNON AFB, NM** **2010 – 2011**

- Principle senior advisor responsible for training and utilization of 91 employees. Oversaw an \$8.2M budget supporting 9.9K beneficiary population. Led recognition, development, and performance evaluation programs.

**MANAGER, RESOURCE MANAGEMENT, HEALTH IT, AND HUMAN RESOURCES – CANNON AFB, NM** **2009 – 2010**

- Led a team of 17 staff across three work centers supporting 9.9K beneficiaries, while executing a \$8.2M operating budget. Oversaw a \$1.2M IT equipment inventory and handled all in-out processing actions for 270 employees.

### POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS

**1998 – 2009**

### EDUCATION • CERTIFICATION • TRAINING

MHA, Healthcare Administration (Summa Cum Laude), Trident University – Cypress CA	2013
MA, Business Administration, Regis University – Denver, CO	2003
BS, Business Administration: Human Resources, Webster University – Denver, CO	2002
AAS, Health Services Management, Community College of the Air Force	2001

**TECHNOLOGY:** Microsoft Word, Excel, PowerPoint, SharePoint; Windows 10 Enterprise.

## PD0619

CURRENT LOCATION: GREATER SEATTLE AREA / WA STATE  
RELOCATION: CAN CONSIDER  
CURRENT CLEARANCE: TS/SCI (EXPIRES 4/16/2020)  
CERTIFICATION: PMP, CEH, SECURITY+  
AVAILABILITY: AUGUST 26 (LOCAL); SEPTEMBER 15 (IF RELOCATING)  
EDUCATION: BS, COMPUTER SCIENCE (IN PROGRESS); AAS, INFORMATION SYSTEMS  
POSITION TYPE: FULL TIME, CONTRACT TO HIRE, REMOTE

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### PROJECT / PROGRAM MANAGEMENT • INFORMATION TECHNOLOGY • IT DIRECTOR

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#### PROFESSIONAL SUMMARY

Accomplished Project / Program Manager with more than 13 years of experience within a large, diverse organization. Experienced cyber professional with SME level knowledge in customer service, server administration, cyber security, and project management used to establish collaborative solutions, and plan, initiate, and manage business objectives. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices used to ensure stellar customer service, escalation management, risk monitoring and control, program management, and technical troubleshooting. *United States Air Force Veteran, TS/SCI security clearance, available September 2019.*

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#### AREAS OF EXPERTISE

Project Management	Program Management	Information Technology
Customer Service / Liaison	Process Improvement	Instructional Design / Training
Team Leader / Mentor	Risk Management / Mitigation	Stakeholder Engagement

#### SAMPLE PROJECTS DELIVERED

**PROJECT MANAGER – SAN HYPER-CONVERGED INFRASTRUCTURE PROJECT.** Worked with Air Mobility Command to assist in developing project scope, setting deliverables, and communicating purpose to key decision-makers. Managed three technical teams engaged in metrics collection, allocation of space and IP addressing, and install preparation. Coordinated project execution with project contractor.

**PROJECT MANAGER – SYSTEM ADMINISTRATOR TRAINING & DEVELOPMENT.** Designed technical training plan for system administrators that included scenario-based hands-on experience, practice evaluations, and practical knowledge assessment. Produced written curriculum and evaluation components included in a Cyber Mission Readiness Training plan as part of division strategic objectives.

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#### CAREER HISTORY

##### UNITED STATES AIR FORCE

<b>PROJECT MANAGER – JB LEWIS-McCHORD, WA</b>	<b>2018 – PRESENT</b>
<b>SENIOR IT MANAGER, NETWORK OPERATIONS – JB LEWIS-McCHORD, WA</b>	<b>2016 – 2018</b>
<b>PROGRAM MANAGER, CYBERSPACE OPERATIONS PLANNING – SAN ANTONIO, TX</b>	<b>2015 – 2016</b>
<b>PROGRAM MANAGER, UNIT TRAINING (NETWORK) – SAN ANTONIO, TX</b>	<b>2013 – 2015</b>
<b>CYBER SUPPORT OPERATIONS – ELLSWORTH AFB, SD &amp; SAN ANTONIO, TX</b>	<b>2008 – 2013</b>

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#### CIVILIAN CAREER HISTORY

<b>CORPORATE CUSTOMER SERVICE, AT&amp;T MOBILITY</b>	<b>2008</b>
<b>RETAIL SALES, SPRINT</b>	<b>2007 – 2008</b>
<b>CUSTOMER SERVICE &amp; TECHNICAL SUPPORT, AFFILIATED COMPUTER SERVICES</b>	<b>2005 – 2006</b>

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#### EDUCATION • CERTIFICATION

<b>BS, Computer Science in progress, Park University</b>	<b>Expected 2020</b>
<b>AAS, Information Technology, Community College of the Air Force</b>	<b>2013</b>
<b>PMP, Project Management Professional Certification, PMI / Vets2PM</b>	<b>2019</b>
<b>Cyber 200, Air Force Institute of Technology</b>	<b>2018</b>
<b>Master Resilience Trainer</b>	<b>2016</b>
<b>CompTIA Security+</b>	<b>2015</b>
<b>Intermediate Network Warfare Training, Information Operations, United States Air Force</b>	<b>2011</b>

**TECHNOLOGY:** Windows, Windows 7, Windows Server, Linux, VMWare, Active Directory, Cisco Technologies, Servers, Microsoft Office, JIRA, Network / Networking, Troubleshooting, Cybersecurity, Computer Security, Information Security, GCHI, Network+, Security+, GSEC, CompTIA, Server Administration, Network Security.

## SLD0619

CURRENT LOCATION: DOHA, QATAR; PURSUING OPPORTUNITIES IN LAS VEGAS, NV  
RELOCATION: OPEN TO RELOCATION; NO RESTRICTIONS  
CURRENT CLEARANCE: TS/SCI  
CERTIFICATION: PMP  
AVAILABLE: AUGUST 2020  
EDUCATION: MA; BS; AS  
TYPE OF POSITION: FULL TIME, FEDERAL, GOVERNMENT CONTRACTOR, NONPROFIT

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### PROJECT / PROGRAM MANAGEMENT • HUMAN RESOURCES MANAGEMENT • EMPLOYEE RELATIONS

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#### PROFESSIONAL SUMMARY

Accomplished Project and Program Manager with 20+ years of experience within a large, diverse organization. Expertise in Operations Management with Human Resources and Employee Relations focus, serving a global workforce. Experienced developing and supervising all aspects of operations and training, project management, and applying analysis to solve issues which streamline operations, resolve conflict, and improve efficiency. A natural communicator, effectively liaising at all levels and across divisions while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to effectively develop collaborative work culture, foster relationships, and develop a strategic, big-picture vision to inspire change. *United States Air Force, TS/SCI Security Clearance, available June 2020.*

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#### AREAS OF EXPERTISE

Project Management	Operations Management	HR / Organizational Development
Employee Relations	Talent Management	Training / Development / Education
Executive Consulting	Public Speaking / Negotiation	Stakeholder Engagement
Team Leadership / Mentor	Resource Management	Strategic Operational Planning

#### SAMPLE PROJECTS DELIVERED

**PROJECT MANAGER – SECURITY INFRASTRUCTURE UPGRADE.** Used available information and stakeholder meetings to budget and supervise a complex \$1.7M Security infrastructure and equipment upgrade. Developed cost management plan based on approved scope, schedule, resources and charter and used risk management plan and approved responses to manage project threats and opportunities. Used change management plan to control the approved security scope, schedule and costs, and delivered final project report to document project performance, evaluation, and closure.

**PROJECT MANAGER – PREDICTIVE ANALYTICS MANPOWER STRATEGY.** Assessed project expectations and goals to create a predictive analytics-based annual manpower strategy to increase staff positions by 12% . Developed change management plan by defining how changes would be managed and used the risk management plan and approved responses to manage project threats and opportunities. Used risk audits to update the risk register and evaluate the effectiveness of response strategies. Utilized OPA to archive all project documents to comply with statutory requirements.

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#### CAREER HISTORY

##### UNITED STATES AIR FORCE

<b>SENIOR PROGRAM MANAGER, USAF CENTRAL COMMAND – SOUTHWEST ASIA</b>	<b>2018 – PRESENT</b>
<b>PROGRAM MANAGER, ACC – NELLIS AFB, NV</b>	<b>2016 – 2018</b>
<b>PROGRAM MANAGER – WARRENSBURG, MO</b>	<b>2014 – 2016</b>
<b>EXECUTIVE DIRECTOR OF SECURITY OPERATIONS – CHEYENNE, WY</b>	<b>2012 – 2014</b>
<b>SENIOR DIRECTOR OF SECURITY OPERATIONS – CHEYENNE, WY</b>	<b>2010 – 2012</b>
<b>DIRECTOR OF SECURITY OPERATIONS / PROFESSIONAL DEVELOPMENT – MISAWA AB, JAPAN</b>	<b>2009 – 2010</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>1995 – 2009</b>

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#### EDUCATION • CERTIFICATION

<b>MA</b> , Executive Leadership, Liberty University	2018
<b>BS</b> , Criminal Justice Administration, University of Phoenix	2007
<b>AS</b> , Police Science, Community College of the Air Force	2000
<b>PMP</b> , Project Management Professional Certification, PMI / Vets2PM	2019
<b>PMC</b> , Professional Manager Certification, Community College of the Air Force	2012

**TECHNOLOGY:** Microsoft and IOS tools / platforms, Information Sharing tools: SharePoint, Social Media.

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

# CAG052019

CURRENT LOCATION: LITTLE ROCK, AR  
RELOCATION: YES; PREFER UK; WA, OR, NORTHERN CA; EAST COAST (NH TO VA)  
CURRENT CLEARANCE: SECRET (EXPIRES 2029)  
CERTIFICATION: PMP  
AVAILABILITY: MID-AUGUST, 2019  
POSITION TYPE: FULL TIME, CONTRACT, FEDERAL, GOVERNMENT CONTRACTOR

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## PROJECT MANAGEMENT • PRODUCTION MANAGEMENT • OPERATIONS MANAGEMENT • LOGISTICS MANAGEMENT

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### SUMMARY

Accomplished Project Manager with 19 years of experience within a large, diverse organization. Expertise in Project, Operations, and Logistics Management, specializing in aircraft structural repair, maintenance production, and personnel management. Experienced planning, monitoring, and directing critical services provided to a global workforce. A natural communicator, effectively liaising at all levels and across divisions while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to effectively manage projects, enable decisive problem solving, provide stellar customer service, and ensure collaborative and inclusive team / personnel management and professional development. *United States Air Force Veteran, Secret security clearance, available October 2019.*

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### AREAS OF EXPERTISE

Project Management	Operations Management	Aircraft Maintenance
Logistics Management	Quality Assurance	Personnel Management
Stakeholder Engagement	Project Life Cycle	Process Improvement
Resource Management	Personnel Management	Inspection / Validation

### SAMPLE PROJECTS DELIVERED

**PROJECT MANAGER – CONDUCT FIRST-EVER SAFETY INSPECTION.** Assessed project expectations and goals to conduct a first-ever DoD flight control safety inspection in the field. Developed the HR management plan and defined team roles, responsibilities, and deliverables and used change management plan to integrate all approved changes to meet requirements. Used variance analysis and WPR to report project performance to engage stakeholders and delivered final project report to document project performance evaluation and closure.

**PROJECT MANAGER – PROCUREMENT PROCESS DEVELOPMENT.** Identified the business case and stakeholder requirements for the procurement and installation of two critical equipment items valued over \$650K. Developed scope management plan to define and manage the approved scope and used the communications plan to manage information flow to keep stakeholders engaged. Used issue log reviews to determine corrective actions to minimize the impact of project issues and used OPA to obtain financial, legal, and administrative closure and ensure transfer of liability.

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### CAREER HISTORY

#### UNITED STATES AIR FORCE

**PROGRAM MANAGER (SECTION CHIEF), AIRCRAFT STRUCTURAL MAINTENANCE – LITTLE ROCK AFB, AR 2015 – 2019**  
Leads and coordinates maintenance requirements for 81 technicians across three geographically separate work centers and three deployed locations.

**AIRCRAFT STRUCTURAL MAINTENANCE SHIFT LEAD, MAINTENANCE GROUP – RAF MILDENHALL, UK 2013 – 2015**  
Led Structural maintenance repairs / corrosion control on 15 KC-135R, 1 RC-135, 9 C130J, 4 CV-22 aircraft.

**MANAGER, MAINTENANCE OPERATIONS CENTER, MAINTENANCE GROUP – RAF MILDENHALL, UK 2011 – 2013**  
Supervised 11 Maintenance Operations Center (MOC) Coordinators, while managing and coordinating maintenance activities on KC-135 aircraft.

**MANAGER, CORROSION CONTROL, MAINTENANCE GROUP – KUNSAN AB, REPUBLIC OF KOREA 2009 – 2010**  
Provided Structural Maintenance and Corrosion Control support for 45 F-16 acft/614 pieces of Aerospace Ground Equipment.

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### EDUCATION • CERTIFICATION

BS candidate, Aeronautics, Embry-Riddle Aeronautical University	Expected 2021
AA, Aircraft Structural Maintenance Technology, Community College of the Air force	2012
PMP, Project Management Professional Certification, PMI / Vets2PM	May 2019

**TK052019**

**CURRENT LOCATION:** TAMPA BAY AREA, FL  
**RELOCATION:** NOT OPEN TO RELOCATION  
**CURRENT CLEARANCE:** TS/SCI  
**CERTIFICATION:** PMP  
**AVAILABILITY:** LATE JUNE, 2019  
**EDUCATION:** MA; BS  
**POSITION TYPE:** FULL TIME, REMOTE, FEDERAL GOVERNMENT, GOVERNMENT CONTRACTOR, TRAVEL

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**PROJECT MANAGEMENT • OPERATIONS MANAGEMENT • SAFETY / RISK MANAGEMENT • MARITIME**

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**SUMMARY**

Accomplished senior leader with more than 20 years of experience within a large, diverse organization. Expertise in Project, Program and Operations Management, with security / risk management and strategic planning experience requiring collaboration among high level stakeholders. Breadth of experience spans Maritime industry leading operations, safety / risk, logistics management, leadership development and consulting / advisory services. A natural communicator, effectively liaising at all levels with keen ability to translate complex information for all audience levels. Success derived from application of lessons learned analysis and industry best practices to efficiently lead teams toward a common goal, improve processes, manage resources, and deliver objectives. *United States Coast Guard Veteran.*

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**AREAS OF EXPERTISE**

Project Management	Program Management	Operations Management
Safety / Risk Management	Security Management	Project Coordination
Project Planning – Delivery	Stakeholder Management	Strategic Planning
Team Leadership / Mentor	Human Factors Analysis	Accident Investigation

**SAMPLE PROJECT EXCELLENCE**

**PROJECT MANAGER – MARITIME ACCIDENT INVESTIGATION / LESSONS LEARNED.** Led Safety Mishap Analysis Board for a fatal mishap involving a Coast Guard boat. Managed team producing an exhaustive report of causative influences to the accident, recommending across the board policy and equipment changes. Delivered in depth analysis of specific human factors contributing to the accident, and currently serve in a consulting role regarding any boat accident involving a Coast Guard boat around the globe.

**PROJECT MANAGER – RESPONSE TO EVOLVING / EMERGENT OPERATIONAL RESOURCE DEMANDS.** Regularly balanced manpower and resources for unplanned events to include equipment malfunction / fatality incidents, post-storm assessments, environmental response, and unit participation for maritime security exercises and surge operations for very large public events, in collaboration with local and regional security partners.

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**CAREER HISTORY**

<b>UNITED STATES COAST GUARD</b>	
<b>COAST GUARD LIAISON OFFICER, UNITED STATES CENTRAL COMMAND – TAMPA, FL</b>	<b>2017 - PRESENT</b>
<b>OPERATIONS MANAGER, MARITIME SECURITY RESPONSE TEAM WEST – SAN DIEGO, CA</b>	<b>2014 - 2017</b>
<b>DIRECTOR, JOINT STRATEGIC PLANNING DIVISION – WASHINGTON, D.C.</b>	<b>2011 - 2014</b>
<b>PROGRAM MANAGER, NATIONAL DEFENSE STRATEGY DIVISION – WASHINGTON, D.C.</b>	<b>2010 – 2011</b>
<b>COAST GUARD SELECTEE, COLLEGE OF NAVAL COMMAND AND STAFF, US NAVAL WAR COLLEGE</b>	<b>2009 – 2010</b>
<b>EXECUTIVE OFFICER, MARITIME SAFETY AND SECURITY TEAM – HONOLULU, HI</b>	<b>2006 - 2009</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>1996 – 2009</b>

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**EDUCATION • CERTIFICATION • TRAINING**

<b>MA</b> , National Security and Strategic Studies, United States Naval War College – Newport, RI	2010
<b>BS</b> , Environmental Resources Management & Planning, University of West Florida, Pensacola, FL	1996
<b>PMP</b> , Project Management Professional Certification, PMI / Vets2PM	2019
Emergency Management Institute Certificate of Professional Development	2017

**TRAINING:** Extensive training and practical application in Human Factors Analysis as advanced accident investigation.

**VOLUNTEER:** Coach, Manager, and Umpire, Little League; Assistant Scoutmaster, Boy Scouts of America.

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

## MD0619

CURRENT LOCATION: ORCHARD PARK, NY  
RELOCATION: PREFER NORTHEAST; BUT OPEN FOR THE RIGHT OPPORTUNITY  
CLEARANCE: NONE (PAST SECRET)  
CERTIFICATION: PMP CERTIFIED  
AVAILABILITY: ONE MONTH FROM OFFER  
EDUCATION: MASTERS (INFORMATION SYSTEMS); BS  
POSITION TYPE: FULL-TIME; REMOTE

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### PROJECT ENGINEER • PROJECT MANAGER • SENIOR LEADERSHIP

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#### PROFESSIONAL SUMMARY

Accomplished Project Engineer and Senior Leader with more than 15 years of experience within large, diverse organizations. Expertise in implementing process improvements across functions and verticals with breadth of experience in business analysis, software solutions, and contamination control on aircraft systems and space cleanrooms. A natural communicator, effectively collaborating at all levels and with multicultural audiences, while guiding highly skilled teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to manage risk upon multiple lines to protect assets, property, and equipment valued more than \$20M, while meeting stakeholder expectations. *United States Marine Corps Veteran.*

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#### AREAS OF EXPERTISE

Project Management	Risk Management / Mitigation	Quality Assurance / QA
Information Technology	Training & Development	Subject Matter Expert / SME
Data Analytics	Policy Implementation	Cross Functional Leadership
Resource Management	Safety Management / SOPs	Maintenance Management

#### SAMPLE PROJECTS DELIVERED

- **PROJECT MANAGER, IWI-N CERTIFICATION MODULE** – Worked with Viewpoint Systems to create the iWI-N Certification Module. This module established a means of digitally monitoring and controlling cleanroom certifications, eliminating all potential of human error, reducing processing times, and notifying the required parties of upcoming and due certifications daily.
- **PROJECT MANAGER, SOFTWARE VALIDATION** – Created and maintain Moog's Paperless Factory Floor System validation process to ensure all updates received from vendors perform as they should and meet all requirements per the agreed-upon contract.
- **PROJECT MANAGER, PAPERLESS TRANSITION** – Guided and directed multiple worldwide Moog facilities through the paperless transition of manufacturing, assembly, and test work instructions. These paperless transitions provide Moog with millions of points of data for analytics to improve processes.

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#### PROFESSIONAL EXPERIENCE

<b>MOOG INC. – EAST AURORA, NY</b>	<b>2010 – PRESENT</b>
OPERATIONS PROJECT ENGINEER (2018 – PRESENT)	
SYSTEM ADMINISTRATOR / PROGRAMMER / SME (2016 – 2018)	
CONTAMINATION ANALYST (SPACE & DEFENSE GROUP) (2012 – 2016)	
ASSEMBLER TECHNICIAN (AIRCRAFT GROUP) (2010 – 2012)	
<b>UNITED STATES MARINE CORPS – VARIOUS LOCATIONS</b>	<b>2005 – 2009</b>
PROJECT / PROGRAM MANAGER, QUALITY ASSURANCE (2007 – 2009)	
AIRCRAFT MAINTENANCE SUPERVISOR (2007 – 2009)	
AIRCRAFT MECHANIC (2004 – 2009)	

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#### EDUCATION • CERTIFICATION

<b>Master of Information Systems</b> – Business Analytics, University of Phoenix	2018
<b>BS, Information Technology</b> – Software Engineering, University of Phoenix	2015
<b>PMP</b> , Project Management Professional Certification, PMI / Vets2PM	2019
<b>Graduate Business Analytics Certification</b> , University of Phoenix	2018

**SOFTWARE:** Microsoft Office, SAS, SQL, Java, C++, HTML, .NET, iWI-N, MBS, Softterra, SharePoint

**OPERATING SYSTEMS:** Mac / Microsoft Windows (95, 98, XP, Vista), Windows 7, 8, & 10

**COMMENDATION:** Recipient of multiple awards for outstanding performance and professionalism. Full list available upon request.

JL0519

CURRENT LOCATION: PITTSBURGH, PA  
RELOCATION: No  
CLEARANCE: SECRET  
CERTIFICATION: PMP; PROFESSIONAL MANAGER CERTIFICATION  
AVAILABLE: AUGUST 2019  
EDUCATION: BACHELOR'S IN BUSINESS MANAGEMENT  
POSITION TYPE: FULL-TIME; CONTRACT; REMOTE; FEDERAL; GOVERNMENT CONTRACTOR

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PROJECT MANAGER • DIRECTOR OF QUALITY

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SUMMARY

Accomplished Project Manager with 20+ years of experience within a large, diverse organization. Expertise in Project, Program, Operations, and Personnel management, providing critical services to a global workforce. Experienced in planning, directing, and delivering program excellence in aviation maintenance, construction, and training / development, while ensuring policy and procedure effectiveness and continuous improvement. A natural communicator, effectively liaising at all levels and across divisions while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to effectively manage budgets, personnel, assets, processes, and delivery of stakeholder objectives. *U.S. Air Force Veteran, Secret security clearance, available August 2019.*

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AREAS OF EXPERTISE

Project Management	Program Management	Quality Assurance / QA
Process Improvement / CPI	Strategic Planning	Operations Management
Stakeholder Engagement	Resource / Budget Management	Training & Development
Team Leadership / Mentor	Risk Management / Mitigation	Validation / Compliance

SAMPLE PROJECTS DELIVERED

**PROJECT MANAGER, CPI** - Identified stakeholders and analyzed expectations to conduct a lean CPI project to shorten key propeller repair shop processes and increase capacity. Developed change management plan by directing how changes would be managed and led and developed the team to execute deliverables. Analyzed lessons learned for continuous incremental project improvement and collated lessons learned to conduct a full project review to update organizational knowledge base.

**PROJECT MANAGER, MISSION PLAN** - Identified key requirements, deliverables, expectations, and goals to conduct a 60-day mission to Poland to enhance NATO partnerships. Developed change management plan by defining how changes would be managed and used HR / procurement management plans to acquire / manage resources to meet requirements. Used variance analysis and WPR to report project performance and analyzed lessons learned to conduct a full project review for organizational knowledge base.

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CAREER HISTORY

UNITED STATES AIR FORCE

<b>INSPECTOR GENERAL SUPERINTENDENT – RAMSTEIN AB, GERMANY</b>	<b>2018 – PRESENT</b>
<b>DIRECTOR, MAINTENANCE GROUP (AEROSPACE GROUND EQUIPMENT) – RAMSTEIN AB, GERMANY</b>	<b>2017 – 2018</b>
<b>DIRECTOR OF QUALITY – RAMSTEIN AB, GERMANY</b>	<b>2015 – 2017</b>
<b>PRODUCTION SUPERINTENDENT, MAINTENANCE – RAMSTEIN AB, GERMANY</b>	<b>2014 – 2015</b>
<b>PROGRAM MANAGER, SPECIALIZED PERSONNEL (SECTION CHIEF) – RAMSTEIN AB, GERMANY</b>	<b>2013 – 2014</b>
<b>PROGRAM MANAGER, PROGRAMS AND RESOURCES – LITTLE ROCK AFB, AR</b>	<b>2012 – 2013</b>
<b>MANAGER, MAINTENANCE SUPPORT – LITTLE ROCK AFB, AR</b>	<b>2011 – 2012</b>
<b>MANAGER, AEROSPACE PROPULSION MAINTENANCE – LITTLE ROCK AFB, AR</b>	<b>2009 – 2011</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>1997 – 2009</b>

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EDUCATION • CERTIFICATION

<b>BBA</b> , Management (Cum Laude), University of Management and Technology	2016
<b>AAS</b> , Aviation Maintenance Technology, Community College of the Air Force	2013
<b>PMP</b> , Project Management Professional Certification, PMI / Vets2PM	2019
<b>DAWIA</b> Level 1 Certification, U.S. Air Force	2016

**COURSEWORK / TECHNICAL SPECIALTIES:** Risk Management, Technical Reviews, Production, Quality and Manufacturing Fundamentals, Fundamentals of System Acquisition Management, Jet Engine Mishap Investigation (JEMIC) Course, ISO 9000, CAD, Defense Contract Management Agency (DCMA), Contracting Officer's Representative (COR).



## ESP 0319

**CURRENT LOCATION:** COLORADO SPRINGS, CO (JULY 2019)  
**RELOCATION:** NO; DENVER AREA PREFERENCE  
**CLEARANCE:** TOP SECRET (CURRENT)  
**CERTIFICATION:** PMP; PROFESSIONAL MANAGER CERTIFICATION / PMC  
**AVAILABILITY:** 1 AUGUST 2019  
**EDUCATION:** BS  
**POSITION TYPE:** FULL-TIME; GOVERNMENT, CIVILIAN, CONTRACT

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### PROJECT MANAGEMENT • OPERATIONS MANAGEMENT • SENIOR LEADERSHIP

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#### SUMMARY

Accomplished Leader with more than 20 years of experience within a large, diverse organization. Expertise in Project, Program, and Operations Management, serving as liaison across international business partners and contractors providing critical services to a global workforce. Experienced in project and program planning, execution, and delivery, ensuring efficient processes and effective procedures to safely deliver stakeholder objectives for U.S. and international operations. A natural communicator, effectively liaising at all levels and across divisions / cultures, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to develop and foster strong relationships, promote teamwork, and strengthen coalitions. Seasoned writer and presenter experienced in briefing high level executives and global decision makers. *United States Air Force Veteran, active TS/SCI security clearance (February 2018), available July 2019.*

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#### AREAS OF EXPERTISE

Project Management  
Strategic Operational Planning  
Senior International Liaison  
Team Leadership / Mentor

Program Management  
Policy & Procedure Development  
Stakeholder Engagement  
Training & Development

Operations Management  
Administration / HR Management  
Budget / Resource Management  
Performance Improvement

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#### CAREER HISTORY

##### UNITED STATES AIR FORCE

<b>SENIOR OPERATIONS MANAGER (SUPERINTENDENT), OPERATIONS GROUP – RAMSTEIN AB, GERMANY</b>	<b>2017 – PRESENT</b>
<b>OPERATIONS MANAGER (FUNCTIONAL MGR.), USAF-EUROPE/AFRICA HQ – RAMSTEIN AB, GERMANY</b>	<b>2016 – 2017</b>
<b>MANAGER, RADAR APPROACH CONTROL SYSTEMS, OPERATIONS SUPPORT – JB MDL, NJ</b>	<b>2015 – 2016</b>
<b>PROJECT / PROGRAM MANAGER, AIR TRAFFIC CONTROL / AF CENTRAL COMMAND - AL U'DEID, QATAR</b>	<b>2014 – 2015</b>
<b>TEAM LEADER, TOWER OPERATIONS (CHIEF CONTROLLER) – DYESS AFB, TX</b>	<b>2013 – 2014</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS U.S. AND GLOBAL LOCATIONS</b>	<b>1994 – 2012</b>

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#### EDUCATION • CERTIFICATION

<b>BS</b> , Professional Aeronautics, Embry-Riddle Aeronautical University	2011
<b>AAS</b> , Aeronautics / Aviation / Aerospace Science and Technology, University of MD University College	2009
<b>PMP</b> , Project Management Professional Certification, PMI / Vets2PM	2019
<b>PMC</b> , Professional Managers Certification, Community College of the Air Force	2013

**COMMENDATION:** Recipient of numerous awards for leadership and performance excellence. Full list available upon request.

## TMS 0319

**CURRENT LOCATION:** DEPTFORD, NJ  
**RELOCATION:** YES, OPEN TO RELOCATION; PREFER CA, NV, VA, GA, NY, TX, DC, MD, VIRGIN ISLANDS  
**CLEARANCE:** SECRET, ADJUDICATED DEC 2010  
**CERTIFICATION:** CAPM, SECURITY+, ITIL FOUNDATIONS V3  
**AVAILABILITY:** FALL 2019  
**EDUCATION:** MA; BS  
**POSITION TYPE:** FULL-TIME (FEDERAL, GOVERNMENT, CONTRACT)

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### INFORMATION TECHNOLOGY • DIRECTOR • MANAGER • SITE MANAGER • PROJECT MANAGER

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#### SUMMARY

Accomplished Project Manager with 13+ years of experience within large, diverse organizations. Expertise in planning, managing, and directing service operations for multiple computer networks and IT equipment, guiding cross-functional teams to implement change. A natural communicator, effectively liaising at all levels and across divisions, while leading specialized teams toward a common goal. Collaborates with site leads, project managers, IT operations experts, and customers to achieve program objectives and comply with technical contract performance requirements / SLAs. Success derived from application of lessons learned analysis and industry best practices to adapt to changing business needs, address emerging priorities, and continuously improve efficiency and effectiveness of service operations. *U.S. Air Force Veteran, Active DoD Secret Security Clearance (adjudicated December 2010).*

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#### AREAS OF EXPERTISE

Project Management	Program Management	Information Technology
Stakeholder Engagement	Project Planning – Delivery	Risk Management / Mitigation
Business / Cost Management	Resource Management	Strategic Planning
Team Leadership / Mentor	Enterprise Customer Service	Business Process Re-Engineering

- Plan, manage, and lead daily Tier II service operations on unclassified computer network. Received 36K+ tickets and resolved 11K+, while maintaining 99% technical performance requirements of contract SLA.
- Validated Knowledge Base training documents to ensure relevant training repository for personnel.
- Served as Lead Project Manager on multiple initiatives including \$70K Firewall Refurbishment and Perimeter Performance Enhancement installation, \$83K Enterprise Telephony Management System, \$320K Tactical Forecast System, and implementation of \$108K Instrument Landing System.
- Tracks quantifiable performance metrics to elevate productivity and secure significant cost savings.
- Analyzes and modifies systems to ensure optimal efficiency.

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#### CAREER HISTORY

**ENTERPRISE CUSTOMER SERVICE TIER II NORTHEAST REGIONAL MANAGER, SAIC – MCGUIRE AFB, NJ 2015 – PRESENT**  
**UNITED STATES AIR FORCE**  
**DIVISION SUPERVISOR, COMMUNICATIONS FOCAL POINT – HAMPTON, VA 2013 – 2014**  
**DIVISION SUPERVISOR, CLIENT SYSTEMS – OSAN AB, SOUTH KOREA 2011 – 2013**  
**PROJECT MANAGER / SUPERVISOR, PLANS AND IMPLEMENTATION – MONTGOMERY, AL 2008 – 2011**  
**INFORMATION TECHNOLOGY PROJECT MANAGER – MONTGOMERY, AL 2006 – 2008**  
**SUPERVISOR, AIR FORCE DIRECTORY SERVICES PROGRAM CONTROL – MONTGOMERY, AL 2005 – 2006**

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#### EDUCATION • CERTIFICATION

<b>MA</b> , Information Technology Management, Webster University - Webster Groves, MO	2011
<b>BS</b> , Management / Computer Information Systems, Park University - Parkville, MO	2006
<b>PMP</b> , Project Management Professional Certification in progress, PMI	Expected 2018
<b>ITIL</b> Foundation Certificate in IT Service Management, EXIN	2015
<b>Security+</b> , CompTIA	2014
<b>Security+ CE</b> , CompTIA	2011

**COURSEWORK:** Lean Six Sigma, Project management for IS / IT Professionals, and Six Sigma Green Belt.

## MRR0319

**LOCATION:** COLORADO SPRINGS, CO  
**RELOCATION:** OPEN, DOMESTIC OR INTERNATIONAL  
**CLEARANCE:** TS/SCI (AWARDED APR 2018)  
**CERTIFICATION:** PMP, CSM, SAFE, TRUE COLORS FACILITATOR, ADOBE CERTIFIED EXPERT, ADOBE CERTIFIED INSTRUCTOR  
**AVAILABLE:** MUST PROVIDE AMPLE NOTICE TO CURRENT EMPLOYER  
**EDUCATION:** MASTER'S DEGREE IN COMMUNICATIONS & LEADERSHIP  
**POSITION TYPE:** FULL-TIME, REMOTE (WITH STANDARD / FULL-TIME BENEFITS)

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### PROJECT MANAGEMENT • PROGRAM MANAGEMENT

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#### SUMMARY

Accomplished Leader with more than 20 years of experience within a large, diverse organization. Expertise in Project, Program, and Operations Management of global initiatives, providing strategic oversight, and establishing sound processes and procedures for on time delivery of stakeholder objectives. Experienced leading large, enterprise-wide projects at the tactical and strategic levels to identify and solve gaps, manage risk, foster collaborative culture, and ensure continuous process improvement. A natural communicator, effectively liaising at all levels and across cultures, while leading highly engaged teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices. *United States Air Force Veteran, TS/SCI Clearance, open to relocation / travel.*

*Pursuing Project / Program Management role with an organization seeking a trusted leader with breadth of experience and a commitment to organizational excellence and total customer satisfaction.*

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#### AREAS OF EXPERTISE

Project Management	Program Management	Operations Management
Project Planning – Delivery	Strategic Planning / Analysis	Risk Management / Mitigation
Organizational Development	Stakeholder Engagement	Training & Professional Development
Budget / Resource / Forecasting	Continuous Improvement	Public Relations / Communications

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#### CAREER HISTORY

<b>PROGRAM MANAGER, COBHAM ADVANCED ELECTRONIC SOLUTIONS – COLORADO SPRINGS, CO</b>	<b>2018 – PRESENT</b>
<b>UNITED STATES AIR FORCE</b>	
<b>SENIOR OPERATIONS MANAGER, PUBLIC AFFAIRS / SPACE COMMAND – PETERSON AFB, CO</b>	<b>2016 – PRESENT</b>
<b>DIRECTOR OF COMMUNICATIONS, HR/FUNCTIONAL MANAGER – SCOTT AFB, IL</b>	<b>2014 – 2016</b>
<b>PROJECT MANAGER / OPERATIONS MANAGER – YOKOTA AB, TOKYO, JAPAN</b>	<b>2011 – 2014</b>
<b>GENERAL MANAGER, RADIO AND TELEVISION STATION MANAGER – KOREA</b>	<b>2009 – 2011</b>
<b>SENIOR MANAGER, REGIONAL NEWS DIRECTOR, AMERICAN FORCES NETWORK PACIFIC</b>	<b>2006 – 2009</b>
<b>USAF DIRECTOR OF TRAINING, AMERICAN FORCES NETWORK-LAJES/RADIO TV STATION</b>	<b>2004 – 2006</b>
<b>USAF NATIONWIDE NEWS CORRESPONDENT, AIR FORCE TV/ TV JOURNALIST</b>	<b>1999 – 2004</b>
<b>USAF SR PRODUCER/ANCHOR, AMERICAN FORCES NETWORK-KOREA/ TV JOURNALIST</b>	<b>1998 – 1999</b>
<b>USAF RADIO &amp; TV BROADCAST JOURNEYMAN, AMERICAN FORCES NETWORK-AVIANO</b>	<b>1996 – 1998</b>

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#### EDUCATION • CERTIFICATIONS • TRAINING • AWARDS

<b>MS</b> , Communications and Leadership, Gonzaga University – Spokane, WA	2013
<b>BA</b> , Communications/General Studies, Excelsior College – Albany, NY	2009
<b>AAS</b> , Community College of the Air Force – Randolph AFB, TX	2006
 PMP, Project Management Professional Certification, PMI	2019
Lean Six Sigma Advanced Masters Certificate, Villanova University	2017
Project Management Advanced Masters Certificate, Villanova University	2015
Adobe Certified Expert, Adobe Premiere Pro	2013
Adobe Certified Instructor, Adobe Premiere Pro	
A Call to Action, Instructor Platform Training	
Certified True Colors™ Facilitator - <a href="https://truecolorsintl.com">https://truecolorsintl.com</a>	

**TECHNOLOGY:** Advanced User of Microsoft Office (2003, 2007, 2010, 2013, 2016); Access, Word, Excel, PowerPoint, Outlook, SharePoint. **OPERATING SYSTEMS:** Mac/Microsoft Windows (95, 98, XP, Vista), Windows 10.

**RECOGNITION:** Recipient of numerous awards for service, commendation, and leadership. Full list available upon request.

## MEG0219

**LOCATION:** MD; OPEN TO RELOCATION; EASTERN TN, WESTERN NC/SC; ME; NH; WASHINGTON, DC METRO; VA BEACH/HAMPTON ROADS/NORFOLK, VA  
**CLEARANCE:** TS/SCI (ACTIVE)  
**CERTIFICATION:** PMP; CISM; COMPTIA SECURITY+  
**AVAILABLE:** 1 AUGUST 2019  
**EDUCATION:** BS, BUSINESS ADMINISTRATION  
**JOB TYPE:** FULL-TIME; GOVERNMENT; CONTRACTOR

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### PROJECT MANAGEMENT • PROGRAM MANAGEMENT • OPERATIONS MANAGEMENT

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#### PROFESSIONAL SUMMARY

Accomplished Senior Leader with more than 20 years of Project and Program Management within a large, diverse organization. Expertise in Project, Program, and Operations Management, guiding skilled teams in providing services to a global workforce. Breadth of experience in budget / resource management, strategic planning, workforce development, process improvement, and managing risk on complex program initiatives. A natural communicator, effectively liaising at all levels and across divisions / organizations, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to effectively monitor resources, acquisitions, and standards development while providing services to 106K global personnel. *U.S. Air Force Veteran, Chief Master Sergeant.*

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#### AREAS OF EXPERTISE

Project Management	Program Management	Operations Management
Financial / Resource Management	Strategic Vision / Planning	Project Management Lifecycle
Stakeholder / Vendor Management	Risk Management / Mitigation	Workforce Development
Team Leadership / Mentor	Analysis / Problem Solving	Training / Process Improvement

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#### CAREER HISTORY

##### UNITED STATES AIR NATIONAL GUARD (ANG)

##### **PROGRAM MANAGER, CYBER PLANNING, INTEGRATION & SUSTAINMENT – JB ANDREWS, MD** **2016 – PRESENT**

Manages 83 professionals, providing direction and oversight for Cyberspace Planning of 106K users, advising stakeholders on integration of \$78M cyber / space requirements annually across the global IT enterprise.

- Manages \$1.2M annual program budget, responsible for validating field requests and prioritizing operations, training, and readiness programs.
- Guides special projects, enabling stakeholder visibility and coordination status of hundreds of positions.
- Oversees HR Management, including performance reviews, recognition, and professional development.
  - Leads Communications Working Group within a Site Activation Task Force preparing for installation of the Logistics Information System (ALIS), resulting in providing 16 locations with communications roadmap for the eventual delivery of 360+ F-35A aircraft to the Air National Guard.
  - Oversees project planning methods, standards development, and IT integration strategies, resulting in successful delivery of 34 projects, valued at \$40M.
  - Fosters process improvement by synchronizing organizational structure with workforce, resulting in a 50% reduced HR processing time and increased stakeholder visibility of accurate, critical information.
  - Lobbied for and secured \$76K in key training to ensure secure systems / future response capabilities.

##### **PROGRAM MANAGER, OPERATIONS / COMMUNICATIONS – JB ANDREWS, MD** **2013 – 2016**

##### **IT PROJECT MANAGER, ANG READINESS CENTER – JB ANDREWS, MD** **2011 – 2013**

##### **CYBER AND COMMUNICATIONS TECHNICIAN, AIR REFUELING – BANGOR, ME** **1996 – 2011**

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#### EARLY / ADDITIONAL CAREER HISTORY

##### **SUPERVISOR / POSTAL EMPLOYEE, UNITED STATES POSTAL SERVICE – HAMPDEN, ME** **1994 – PRESENT**

##### **NETWORK CONTROL SPECIALIST, UNITED STATES MARINE CORPS – OKINAWA, JAPAN & NORFOLK, VA** **1988 – 1994**

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#### EDUCATION • CERTIFICATION

BS, Business Administration (Summa Cum Laude), University of Maryland University College	2014
AAS, MIS, Community College of the Air Force (CCAF)	2011
AAS, Electronic Systems Technology, CCAF	2010
PMP, Project Management Professional Certification, PMI / Vets2PM	2019
CISM, Certified Information Security Manager, ISACA	2018
PMC, Professional Manager Certification, CCAF	2013
CompTIA, Network+ and Security+ Certification	2007 & 2009

# BM0109

**CURRENT LOCATION:** STUTTGART, GERMANY  
**RELOCATION:** RELOCATING TO NORTHERN CALIFORNIA JULY 2019  
**CLEARANCE:** CURRENT TOP SECRET / SCI  
**CERTIFICATION:** PMP  
**AVAILABILITY:** AUGUST 01, 2019  
**EDUCATION:** MA & MPA  
**POSITION TYPE:** SEEKING FULL TIME / PERMANENT ROLE

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## SENIOR PROJECT / PROGRAM MANAGEMENT • OPERATIONS MANAGEMENT • MA / MPA

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### PROFESSIONAL SUMMARY

Accomplished Senior Leader with more than 20 years of experience within a large, diverse organization. Expertise in Program, Project, and Operations Management, responsible for providing critical services to a global workforce. Experienced leading teams of 200+ in dynamic, high tempo environments, with a comprehensive background in planning and execution of Defense Intelligence and International Diplomacy for domestic and global operations. A natural communicator, effectively liaising at all levels, while guiding multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to manage complex risk to protect lives, property, and equipment valued \$133M+, while exceeding stakeholder expectations. *United States Air Force Veteran, TS/SCI Security Clearance, available August 2019. Bilingual (English / Spanish).*

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### AREAS OF EXPERTISE

Project Management  
Policy Implementation / Planning  
Strategic Planning / Risk  
Training & Instruction / Design

Program Management  
Executive Administration  
International Affairs  
Data Analysis & Production

Operations Management  
Stakeholder Engagement  
Intelligence Analysis  
Technical Operations

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### CAREER HISTORY

#### UNITED STATES AIR FORCE

<b>PROGRAM MANAGER / DIVISION HEAD – STUTTGART, GERMANY</b>	<b>2016 – PRESENT</b>
<b>TECHNICAL OPERATIONS DIRECTOR, AIR FORCES CENTRAL COMMAND – AL UDIED AB, QATAR</b>	<b>2015 – 2016</b>
<b>DIRECTOR, TECHNICAL OPERATIONS CENTER – OFFUTT AFB, NE</b>	<b>2013 – 2015</b>
<b>DIRECTOR OF OPERATIONS, NEW STRATEGIC ARMS REDUCTION TREATY (START) – TRAVIS AFB, CA</b>	<b>2010 – 2013</b>
<b>DIRECTOR, INTELLIGENCE TRAINING – KIRTLAND AFB, NM</b>	<b>2006 – 2008</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>1996 – 2006</b>

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### EDUCATION • CERTIFICATION

<b>MA</b> , Defense Decision Making & Policy Planning, Naval Post-Graduate School	2009
<b>MPA</b> , Master of Public Administration, Troy University	2001
<b>BA</b> (with Honors), International Studies and Modern Languages, Virginia Military Institute	1996
Student, Spanish Language and Cultural Immersion, Universidad de Valencia, Spain	1995
<b>PMP</b> , Project Management Professional Certification, PMI	2019
<b>LANGUAGES:</b> Fluent in Spanish	

## JD 1218

**LOCATION:** WARNER ROBINS, GA  
**RELOCATION:** YES; CHARLESTON, SC; WILMINGTON, NC; NASHVILLE, TN; JACKSONVILLE, FL  
**CLEARANCE:** SECRET  
**CERTIFICATION:** PMP & PROFESSIONAL MANAGER CERTIFICATION  
**EDUCATION:** MBA, BS  
**AVAILABILITY:** CURRENTLY AVAILABLE  
**TYPE OF POSITION:** FULL TIME, CONTRACT, REMOTE, CONSULTING

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### PROJECT MANAGEMENT • PROGRAM MANAGEMENT • QUALITY MANAGEMENT • HUMAN RESOURCES

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#### SUMMARY

Accomplished Project Manager and Leader with more than 20 years of experience within a large, diverse organization. Expertise in Human Resources and Quality, Project, Program, and Operations Management of complex initiatives, ensuring timely, accurate delivery to support critical operations. Self-motivated, energetic, results oriented professional experienced in team leadership, project management life cycle management, and all facets of personnel administration and conflict resolution. A natural communicator, effectively liaising at all levels and across organizations, while leading multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to ensure quality, process improvement, and on-time / within budget project excellence. Has a current **SECRET Security Clearance**. *United States Air Force Veteran, open to relocation.*

*Pursuing Project Management or Program Management opportunity to leverage leadership experience toward delivery of strategic objectives, organizational excellence, and total customer satisfaction.*

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#### AREAS OF EXPERTISE

Project / Program Management  
Process / Procedure Development  
Risk Management / Mitigation  
Resource Management

SECRET Security Clearance  
Project Management Life Cycle  
Quality / QA Management  
Operations Management

Human Resources Management  
Process / Change Management  
Stakeholder Engagement  
Training & Development

#### SAMPLE PROJECTS DELIVERED

**PROJECT MANAGER – INSPECTION DATABASE TRACKING SYSTEM DEVELOPMENT.** Developed stakeholder register and charter to create a Microsoft Access database to track maintenance inspection records. Developed the work breakdown structure (WBS), schedule, and collected user requirements. Utilized change management plan to integrate approved changes to meet project requirements and used checklist and stakeholder meetings to verify project deliverables met established quality standards. Successfully closed project and transferred database ownership for sustainment to assigned stakeholders.

**PROJECT MANAGER – EXECUTIVE AND SPOUSE WORK-LIFE BALANCE COURSE.** Participated in charter development to develop an Executive and Spouse Work-Life Balance Course. Developed the scope management plan, learning objectives, and identified team and vendors. Selected and contracted 11 coaching agencies to develop and deliver team concepts for 55 military leaders and their spouses. Continuously reviewed issue log to determine corrective actions to minimize impact of project issues. Used OPA to archive project documents to comply with statutory requirements.

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#### CAREER HISTORY

##### UNITED STATES AIR FORCE

**SENIOR OPERATIONS / PROGRAM MANAGER, MEDICAL GROUP – WARNER ROBINS, GA**  
**JET ENGINE MECHANIC – VARIOUS LOCATIONS**

**2013 – PRESENT**  
**1999 – PRESENT**

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#### EDUCATION • CERTIFICATION

<b>MBA</b> , General Management, Troy University	2017
<b>AAS</b> , Human Resource Management, Community College of the Air Force	2014
<b>BS</b> , Bachelor of Applied Science, Resource & Technology Management, Troy University	2010
<b>AAS</b> , Aircraft Maintenance Technology, Community College of the Air Force	2008
<b>PMP</b> , Project Management Professional Certification in progress, PMI	2018
<b>CC</b> , Competent Communicator, Toastmasters International	2018
<b>PMC</b> , Professional Manager Certification, Community College of the Air Force	2014

## JA0219

**LOCATION:** CURRENTLY IN GERMANY; RELOCATING TO LAS VEGAS, NV AREA MAY 2019  
**CLEARANCE:** SECRET, (INACTIVE TOP SECRET)  
**CERTIFICATION:** PMP, PMC (PROFESSIONAL MANAGER CERTIFICATION), LEAN SIX SIGMA GREEN BELT  
**AVAILABILITY:** 1 JUNE 2019  
**EDUCATION:** MBA (PROJECT MANAGEMENT EMPHASIS)  
**POSITION TYPE:** FULL-TIME, PRIVATE SECTOR (PREFERABLY), OPEN TO FEDERAL OR CONTRACTOR

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### PROJECT / PROGRAM MANAGEMENT • TRAINING & DEVELOPMENT • OPERATIONS • CONTINUOUS IMPROVEMENT

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#### PROFESSIONAL SUMMARY

Accomplished Project / Program Manager with more than 20 years of experience within a large, diverse organization. Expertise in Project, Program, and Operations Management, responsible for planning, executing, and analyzing processes and procedures for critical services to global operations. A natural communicator, effectively liaising at all levels, adept at developing and empowering teams while establishing focus and ensuring a methodical approach to projects. Success derived from application of lessons learned analysis and industry best practices to identify gaps, improve processes, and solve problems while managing specialized teams, high value assets, and resources. *United States Air Force Veteran.*

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#### AREAS OF EXPERTISE

Project Management  
Stakeholder Engagement  
Change Management  
Lean / Process Improvement

Program Management  
Project Planning – Delivery  
Budget / Resource Oversight  
Training & Development

Operations Management  
Technical Project Management  
Analytical Thinking / Analysis  
Instructional Design

#### SAMPLE PROJECTS DELIVERED

**PROJECT MANAGER – SOFTWARE INSTALLATION.** Identified key business requirements and user / project goals to conduct computer security software install and server decommission to comply with new security practices. Developed change management plan by determining how changes would be addressed and controlled and used the change management plan to integrate approved changes to meet expectations. Used inspections and UAT to verify deliverables met established quality standards and obtained sponsor acceptance of the deliverables (delivered two weeks early) to confirm the scope was achieved.

**PROJECT MANAGER – PROCESS IMPROVEMENT.** Obtained sponsor's charter approval to conduct a process improvement project to reduce the number of lost dental records, currently at a 30% loss rate. Developed scope management plan and WBS to establish the approved project scope and used motivation theories and coaching techniques to maximize team performance. Used lessons learned to enable continuous incremental project improvement and transferred deliverables / ownership to the assigned stakeholders per the project plan. Process Improvements resulted in a 20% reduction in lost records.

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#### CAREER HISTORY

##### UNITED STATES AIR FORCE

<b>POLICY AND PROGRAM MANAGER – RAMSTEIN AB, GERMANY</b>	<b>2017 – PRESENT</b>
<b>DIRECTOR OF OPERATIONS (SUPERINTENDENT) – KAPAUN AIR STATION, GERMANY</b>	<b>2016 – 2017</b>
<b>DIRECTOR OF OPERATIONS (SUPERINTENDENT) – EGLIN AFB, FL</b>	<b>2015 – 2016</b>
<b>DIRECTOR OF OPERATIONS (SUPERINTENDENT) – HURLBURT FIELD, FL</b>	<b>2011 – 2015</b>
<b>INSTRUCTOR SUPERVISOR / INSTRUCTOR, TRAINING GROUP – KEESLER AFB, MS</b>	<b>2007 – 2011</b>
<b>REGIONAL WEATHER SUPERVISOR – SHAW AFB, SC</b>	<b>2005 – 2007</b>
<b>WEATHER OBSERVER &amp; FORECASTER (APPRENTICE, JOURNEYMAN, AND CRAFTSMAN) – VARIOUS LOCATIONS</b>	<b>1993 – 2005</b>

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#### EDUCATION CERTIFICATION

<b>MBA</b> , Project Management (GPA: 3.9/4.0), Northcentral University	2015
<b>BSBA</b> , Human Resource Management (Cum Laude; GPA: 3.76/4.0), Columbia Southern University	2013
<b>AAS</b> , Instructor of Technology and Military Science (GPA: 4.0/4.0), Community College of the Air Force	2008
<b>AAS</b> , Weather Technology, (GPA: 4.0/4.0), Community College of the Air Force	2008
<b>PMP</b> , Project Management Professional Certification, PMI / Vets2PM	2019
Lean Six Sigma Green Belt Certification, U. S. Air Force	May 2015
<b>PMC</b> , Professional Manager Certification, Community College of the Air Force	June 2014

**COMMENDATION:** Recipient of numerous awards for performance excellence (full list available upon request.)

# CPM 0119

**CURRENT LOCATION:** DOVER, DE AREA (KENT COUNTY)  
**RELOCATION:** NOT OPEN TO RELOCATION  
**CLEARANCE:** CURRENT SECRET CLEARANCE, RENEWED IN 2018  
**CERTIFICATION:** PMP AND PMC (PROFESSIONAL MANAGER CERTIFICATION)  
**AVAILABILITY:** AVAILABLE SEPTEMBER 2019  
**EDUCATION:** BA  
**TYPE OF POSITION:** FULL TIME, FEDERAL, STATE, GOVERNMENT CONTRACTOR, PRIVATE INDUSTRY

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## PROJECT MANAGEMENT • PROGRAM MANAGEMENT • OPERATIONS MANAGEMENT • WORKFORCE MANAGEMENT

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### SUMMARY

Accomplished Project / Program Manager with more than 20 years of experience within a large, diverse organization. Expertise in Project, Program, Operations, and Personnel oversight, providing critical services to a global workforce. Experienced in planning, monitoring, executing, and delivering aircraft maintenance and logistics services, ensuring consistent analysis for safety, efficiency, production, performance, and quality. A natural communicator, effectively liaising at all levels and across divisions, while leading multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to plan, analyze and improve processes for continuous improvement, manage high value resources / assets, and guide staff in professional development. *United States Air Force Veteran, Secret Security Clearance (Updated 2018).*

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### AREAS OF EXPERTISE

Project Management	Program Management	Operations Management
Maintenance Management	Supply Chain Management	Crisis Management
Project Planning – Delivery	Stakeholder Engagement	Risk Management / Mitigation
Budget / Resource Management	Lean / Continuous Improvement	Quality Assurance
Team Leadership / Mentor	HR / Employee Relations	Regulatory Compliance

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### CAREER HISTORY

#### UNITED STATES AIR FORCE

<b>DIRECTOR (SUPERINTENDENT), MAINTENANCE SQUADRON – DOVER AFB, DE</b>	<b>2017 – PRESENT</b>
<b>OPERATIONS MANAGER (FLIGHT CHIEF), AIRCRAFT MAINTENANCE SQUADRON – DOVER AFB, DE</b>	<b>2015 – 2017</b>
<b>DIRECTOR (SUPERINTENDENT), PRODUCTION / AIRCRAFT MAINTENANCE SQUADRON – DOVER AFB, DE</b>	<b>2010 – 2015</b>
<b>OPERATIONS MANAGER (FLIGHT CHIEF), TRAINING SQUADRON – ABERDEEN PROVING GROUND, MD</b>	<b>2006 – 2010</b>
<b>INSPECTION MANAGER, EQUIPMENT MAINTENANCE SQUADRON – TINKER AFB, OK</b>	<b>2004 - 2006</b>
<b>PROJECT MANAGER / TEAM LEADER, EQUIPMENT MAINTENANCE SQUADRON – TINKER AFB, OK</b>	<b>1998 – 2004</b>

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### EDUCATION • CERTIFICATION

<b>BA</b> , General Studies, Allied American University	2016
<b>AS</b> , Education & Training Management, Community College of the Air Force	2014
<b>AS</b> , Aviation Maintenance Technology, Community College of the Air Force	2009
<b>PMP</b> , Project Management Professional Certification, PMI	2019
<b>PMC</b> , Professional Manager Certification, Community College of the Air Force	2014

#### COURSEWORK

Senior-level Leadership, Technical and Management Development Course	2016
Advanced Leadership and Management Development Course	2011
Advanced Skills Course “Military Training Leader”	2006
Basic Leadership Development Course	2003



## MS0119

**CURRENT LOCATION:** TUCSON, AZ  
**RELOCATION:** OPEN TO RELOCATION; PREFER AZ, TX, CA  
**CLEARANCE:** CURRENT TS/SCI  
**CERTIFICATION:** PMP, PMC (PROFESSIONAL MANAGER CERTIFICATION), CERTIFIED INSTRUCTOR  
**AVAILABLE:** JUNE 2019  
**EDUCATION:** BS, MANAGEMENT INFORMATION SYSTEMS  
**POSITION TYPE:** FULL TIME / PERMANENT

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### DIRECTOR • PROGRAM / PROJECT MANAGER

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#### SUMMARY

Accomplished organizational leader with more than 19 years of experience using established Project, Program, and Operations Management principles to shape and communicate strategic guidance across all levels and divisions while leading cross-functional teams in diverse, stressful, global environments towards long-term goals. A natural communicator that effortlessly builds consensus to drive successful organizational change and align teams with strategic goals. *United States Air Force Veteran, TS/SCI security clearance.*

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#### AREAS OF EXPERTISE

Project Management	Program Management	IT / Communications
Stakeholder Engagement	Team Leader / Mentor	Organizational Leadership
Operations Management	Training & Development	Risk & Change Management
Network Administration	Systems Administration	Systems Integration

- Ready to leverage 15+ years of leadership experience to improve processes, drive efficiency, and improve employee morale and expertise.
- Possesses 19+ years of diverse IT experience including: H/W and S/W troubleshooting & integration; Unix, Linux, Wintel administration; LAN/WAN topologies; storage, backup, and security technologies.

#### SAMPLE PROJECT DELIVERED

**PROJECT MANAGER – SYSTEM QUALIFICATION.** The objective was to correct identified deficiencies in prerequisite knowledge needed to qualify members in a new data collection and analysis system. Identified assumptions and constraints and collected requirements, defined work activities, planned schedule and resource management. Managed project work / team members to create courseware, and controlled schedule with burndown chart. Transferred ownership of deliverables 25% ahead of schedule - a training program that allowed 80 staff to gain required transitional job skills.

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#### CAREER HISTORY

##### UNITED STATES AIR FORCE

<b>PROJECT PORTFOLIO MANAGER – DAVIS-MONTHAN AFB, AZ</b>	<b>2018 – 2019</b>
<b>PROGRAM DIRECTOR, LOGISTICS – DAVIS-MONTHAN AFB, AZ</b>	<b>2017 – 2018</b>
<b>SENIOR CONSULTANT – OFFUTT AFB, NE</b>	<b>2017</b>
<b>OPERATIONS MANAGER (SUPERINTENDENT) – OFFUTT AFB, NE</b>	<b>2016 – 2017</b>
<b>DIRECTOR OF OPERATIONS / HUMAN RESOURCES – OFFUTT AFB, NE</b>	<b>2015 – 2016</b>
<b>PROGRAM MANAGER, TRAINING – OFFUTT AFB, NE</b>	<b>2014 – 2015</b>
<b>PROGRAM MANAGER / SYSTEMS ENGINEER, OPERATIONS SCHEDULING AND TRAINING – OFFUTT AFB, NE</b>	<b>2013 – 2014</b>
<b>PROGRAM MANAGER / INSTRUCTOR SUPERVISOR, AIRCREW FUNDAMENTALS – JOINT BASE SAN ANTONIO, TX</b>	<b>2011 – 2013</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>1999 – 2011</b>

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#### EDUCATION • CERTIFICATION

<b>BS, Management Information Systems, Bellevue University</b>	<b>2015</b>
<b>AAS, Instructor of Technology and Military Science, Community College of the Air Force</b>	<b>2011</b>
<b>AAS, Aviation Systems Technology, Community College of the Air Force</b>	<b>2000</b>
<b>PMP, Project Management Professional #2310249, PMI</b>	<b>2019</b>
<b>PMC, Professional Manager Certification, Community College of the Air Force</b>	<b>2014</b>

**TECHNICAL EXPERTISE / KEY WORDS:** Microsoft Office (Word, Excel, PowerPoint, Outlook), Microsoft Project, Systems Engineering, Information Security, Information Assurance, Radio / RF Communications Theory & Equipment, Data Collection, Network Systems Hardware & Software Infrastructure, Network and Complex Systems Administration, Military Aviation with 2800+ Flight Hours E-4B, HC-130P/N, RC-135V/W, EC-130H Aircraft Experience; Inspection, Troubleshooting, and Repair of Computer, Communications, Sensor, Encryption Equipment; NC3; CSAR; Intelligence, Surveillance, and Reconnaissance; Electronic Warfare

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

# MB0119

**CURRENT LOCATION:** LOUISVILLE, KY  
**OPEN TO RELOCATION:** NOT OPEN TO RELOCATION  
**CLEARANCE:** CURRENT TS/SCI  
**CERTIFICATION:** PMP, SIX SIGMA GREEN BELT IN PROGRESS  
**AVAILABLE:** NOVEMBER 2019  
**EDUCATION:** MA, MANAGEMENT AND LEADERSHIP  
**POSITION TYPE:** OPEN TO FULL TIME, CONTRACT, REMOTE, FEDERAL, CONTRACTOR

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## PROJECT MANAGEMENT WORKFORCE MANAGEMENT CONSULTING OPERATIONS

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### SUMMARY

Accomplished Project Manager with more than 22 years of experience within a large, diverse organization. Expertise in leading organizations of more than 3K personnel in dynamic, high tempo, special operations and conventional environments. Adept at planning, coordinating, and implementing operational best practices as an agile leader who routinely analyzes and solves complex problems. A natural communicator, effectively liaising at all levels and across divisions, while leading multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to conduct domestic and global operations, interagency coordination, and situational leadership supporting stakeholder objectives. *United States Army Veteran, Top Secret (TS/SCI) Security Clearance, Available November 2019.*

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### AREAS OF EXPERTISE

Project Management  
Risk Management / Mitigation  
Process Improvement  
Talent Management

Program Management  
Budget / Resource Management  
Contingency Planning  
Training & Development

Operations Management  
Policy Implementation  
Data Analytics / Analysis  
Team Leadership / Mentor

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### CAREER HISTORY

#### UNITED STATES ARMY

<b>SENIOR OPERATING, PLANNING AND STRATEGY MANAGER – TACOMA, WA AND FT. CAMPBELL, KY</b>	<b>2014 – PRESENT</b>
<b>PROJECT MANAGER / OPERATIONS MANAGER – FORT CAMPBELL, KY AND SAVANNAH, GA</b>	<b>2009 – 2014</b>
<b>TRAINING MANAGER &amp; OPERATIONS COORDINATOR – FORT CAMPBELL, KY</b>	<b>2008 – 2009</b>
<b>POSITIONS OF INCREASING RESPONSIBILITY – VARIOUS LOCATIONS</b>	<b>1997 – 2008</b>

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### EDUCATION • CERTIFICATION

<b>MA</b> , Management and Leadership, Liberty University - Lynchburg, VA	2103
<b>BS</b> , Criminal Justice (Summa Cum Laude), Troy University	2008
<b>AA</b> , General Studies, Central Texas College	2004
<b>PMP</b> , Project Management Professional certification, PMI	2019
Military Security Policy and Strategy, Joint Special Operations University - Tampa, FL	2014

#### TECHNICAL SKILLS:

Software: Microsoft Office, SharePoint  
Operating Systems: Mac / Microsoft Windows

**COMMENDATION:** Recipient of numerous awards for performance excellence. Full list available upon request.

## JC 0119

LOCATION: BATON ROUGE, LA  
RELOCATION: OPEN TO RELOCATION  
CLEARANCE: CLEARABLE  
CERTIFICATION: PMP  
AVAILABLE: 45-DAYS' NOTICE  
POSITION TYPE: FULL TIME, PERMANENT

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### SENIOR LEADER / DIRECTOR • OPERATIONS MANAGEMENT • PROJECT MANAGEMENT

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#### SUMMARY

Accomplished Senior Leader with more than 18 years of experience within large, diverse organizations. Expertise in Operations Management with breadth of experience within the private and public sector, guiding programs in medical / healthcare, guiding field operations, sales and business development, strategic planning, workforce planning and development, and emergency services. A natural communicator, effectively liaising at all levels and across divisions / organizations, while leading multifunctional teams toward a common goal. Success derived from application of lessons learned analysis and industry best practices to effectively improve processes, train and develop staff, manage risk and change, and contribute to sales growth and revenue generation. *Army National Guard Veteran.*

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#### AREAS OF EXPERTISE

Operations Management	Account Management	Business Development
Strategic Planning	Stakeholder Engagement	Risk Management / Mitigation
Revenue Generation & Growth	Workforce Development	Team Leadership / Mentor
Training & Development	Field Operations	Process Optimization

#### SAMPLE PROJECTS DELIVERED

**PROJECT MANAGER – DEVELOPMENT OF WEB-BASED, MOBILE DEVICE SOLUTION.** Used available information and stakeholder meetings to create a Web-based, mobile device-driven payroll solution to improve accuracy and reduce costs. Assessed the charter, lessons learned, and project requirements to establish detailed project deliverables and used the risk management plan and approved responses to manage project threats and opportunities to meet objectives. Used issue log reviews to determine corrective actions to minimize the impact of issues.

**PROJECT MANAGER – PILOT WELLNESS PROGRAM DEVELOPMENT.** Used expert judgment to assess stakeholder expectations and project goals to create a pilot wellness program for a Fortune 500 client. Developed the quality management plan and defined the product's quality standards to control the cost of quality. Used motivation theories and coaching techniques to maximize team performance and issue log reviews to determine corrective actions to minimize the impact of project issues. Used OPA to obtain financial, legal, and administrative closure and to ensure liability transfer.

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#### CAREER HISTORY

**DIRECTOR OF ONSITE OPERATIONS (US), CORE OCCUPATIONAL MEDICINE – BATON ROUGE, LA 2006 – PRESENT**  
**US ARMY / DoD / LOUISIANA ARMY NATIONAL GUARD – PINEVILLE, LA 2000 – 2008**

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#### EDUCATION • CERTIFICATION • TRAINING

Health SVCS School Institute at Texas, Healthcare Specialist, EMT-Basic (Trans) – San Antonio, TX	2005
Pre-Hospital Trauma Life Support – Pineville, LA	2008
Flight Medic Transition Course – New Orleans, LA	2001
US Army Academy of Health Sciences, Medical Specialist Course	2001
Basic Combat Training, US Army Training Center – Fort Jackson, SC	2000
<b>PMP, Project Management Professional Certification, PMI</b>	<b>2018</b>

**TOOLS & TECHNOLOGY:** MS Office (Word, Excel, PowerPoint)

## SJN0119

LOCATION: COLORADO SPRINGS, CO  
RELOCATION: YES; PREFER NE, IA, KS, OK, MO  
CLEARANCE: TS/SCI (ACTIVE)  
CERTIFICATION: PMP, PROFESSIONAL MANAGER  
AVAILABLE: MARCH 1, 2019  
EDUCATION: MA; BS  
SEEKING: FULL TIME

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### PROGRAM MANAGEMENT • PROJECT MANAGEMENT • OPERATIONS • HUMAN RESOURCES

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#### PROFESSIONAL SUMMARY

Accomplished Senior Leader with more than 26 years of experience within a large, diverse organization. Expertise in advanced leadership of high-performance teams tasked with multiple large-scale, complex, and temporary projects. Experienced in project lifecycle management (initiate, plan, execute, control, and close), regularly exceeding stakeholder requirements. A natural communicator, effectively liaising at all levels and across divisions, while guiding multifunctional teams that thrive in demanding operational environments. Success derived from application of lessons learned analysis and industry best practices to translate complex objectives into easily-understood directives, delivering innovation, efficiency, and total customer satisfaction. *U.S. Air Force Veteran, available March 2019. Active U.S. Government Top Secret (SCI) security clearance.*

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#### AREAS OF EXPERTISE

Project / Program Management	Operations Management	Human Capital Management
Security / Emergency Management	Risk Management / Mitigation	Strategic Planning / Vision
Organizational Alignment	Change Management	Quality Assurance (QA)
Training & Development	Performance Standards	Team Leadership / Mentor

- Security Specialist with 25+ years of experience in operational leadership and planning.
- Nuclear, Physical, Information, Industrial, Personnel Security, and Law Enforcement Operations.
- Advanced leadership and management expertise of diverse organizations and resource allocation.
- Adept at interpreting senior leadership strategic vision and developing detailed plans of action.
- Keen analytical skills, problem-solving, and proven inclusive, team-based work dynamic and approach.

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#### CAREER HISTORY

##### UNITED STATES AIR FORCE

<b>DIRECTOR, SECURITY OPERATIONS &amp; HR MANAGER (CHIEF) – CHEYENNE MOUNTAIN AFB, CO</b>	<b>2016 – PRESENT</b>
<b>DIRECTOR, SECURITY OPERATIONS &amp; HR MANAGER (CHIEF) – DAYTON, OH</b>	<b>2015 – 2016</b>
<b>SENIOR SECURITY OPERATIONS DIVISION LEAD, SECURITY FORCES – DAYTON, OH</b>	<b>2013 – 2015</b>
<b>SENIOR PROGRAM MANAGER, PERSONNEL PROTECTION OPERATIONS – AL UDEID AIR BASE, QATAR</b>	<b>2012 – 2013</b>
<b>SENIOR OPERATIONS MANAGER (SUPERINTENDENT), TRAINING SUPPORT – LACKLAND AFB, TX</b>	<b>2011 – 2012</b>
<b>SENIOR OPERATIONS &amp; HR MANAGER (SUPERINTENDENT), TRAINING – LACKLAND AFB, TX</b>	<b>2009 – 2011</b>
<b>SENIOR MILITARY POLICE DIVISION LEAD (SUPERINTENDENT) – RAMSTEIN, GERMANY</b>	<b>2006 – 2009</b>

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#### EDUCATION • CERTIFICATION

<b>MA</b> , Applied Administration, University of the Incarnate Word – San Antonio, TX	2015
<b>BS</b> , Management Information Systems, Bellevue University – Bellevue NE	2004
<b>AAS</b> , Instructor of Technology and Military Studies, Community College of the Air Force	2010
<b>AAS</b> , Criminal Justice, Community College of the Air Force	2004
<b>Associate</b> , Computer Programming Technology Management, Vatterott College – Omaha, NE	2002
<b>PMP</b> , Project Management Professional Certification, PMI	2018
Professional Manager Certification, Community College of the Air Force	2011

**TRAINING:** Security Forces Advanced Course; Training Instructor Supervisor School; Civil Engineering Service Agency Emergency Management; Antiterrorism Officer Level II; Tactical Automated Security Systems; DoD Firefighter Certification Hazardous Material Incident Commander Course; US DHS and AF Emergency Response Operations (equivalent to FEMA IS-100, IS-200, IS-700, IS-775, IS-800); AF Emergency Management Program; DHS FEMA Wide Area Search Cert. Course.

**COMPUTER SKILLS:** MS Office; National Crime Information Center (NCIC) database; Automated Time Attendance System (ATAAPS), MyBiz+, and Performance Management / Appraisal Program (DPMAP).

**AFFILIATIONS:** National Society of Leadership and Success, Sigma Alpha Pi Member.

## SW 0104

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### PROJECT MANAGER ▪ OPERATIONS MANAGER ▪ LOGISTICS ▪ TRANSPORTATION

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**CURRENT LOCATION:** SAN FRANCISCO, CA  
**OPEN TO RELOCATION:** YES; SC, NC, NORTHERN FL; SAVANNAH, GA  
**PREFERRED CITIES:** CHARLESTON, SC; RALEIGH-DURHAM, NC; SAVANNAH, GA; CHARLOTTE, NC; GREENVILLE, SC; WILMINGTON, NC; JACKSONVILLE, FL  
**CLEARANCE:** TSC/SCI (VALID THROUGH 03/2017)  
**AVAILABILITY:** 1 MAY 2017  
**EDUCATION:** MA, BA  
**CERTIFICATION:** PMP; CERTIFIED LOGISTICS MANAGER; CERTIFIED TRANSPORTATION MANAGER  
**TYPES OF POSITIONS:** FULL TIME / REGULAR

### SUMMARY

Solutions-oriented Project Manager with more than six years of experience in oversight of global logistics and operations management. Proven success in planning, monitoring and delivering complex operations with responsibility for personnel, high value assets, and joint collaboration in high-tempo environments. A natural communicator, effectively liaising at all levels and with multi-cultural teams, to analyze, assess, and ensure delivery of objectives on time and per stakeholder objectives. A sound decision-maker and team mentor, with success building cohesive groups toward a common goal. *United States Army Veteran.*

*Open to Project or Operations leadership role with an organization seeking a motivational achiever committed to ethical management, operational excellence, and total customer satisfaction.*

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### AREAS OF EXPERTISE

Project Management	Logistics Management	Transportation Management
Operations Management	Contractor Management	Strategic & Operational Planning
Stakeholder Engagement	Leadership & Team Building	Military Logistics & Operations

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### CAREER HISTORY

<b>United States Army</b>	<b>2010 – 2017</b>
<b>COMPANY COMMANDER, SAN FRANCISCO BAY AREA RECRUITING COMPANY – SAN FRANCISCO, CA</b>	<b>2016 – PRESENT</b>
<b>DETACHMENT COMMANDER, TRANSPORTATION BATTALION – DOHA, QATAR AND SALALAH, OMAN</b>	<b>2015</b>
<b>ASSISTANT OPERATIONS OFFICER, FIRES BRIGADE SUPPORT BATTALION – FORT BRAGG, NC</b>	<b>2013 – 2014</b>
<b>EXECUTIVE OFFICER, FIELD ARTILLERY BATTALION – FORT BRAGG, NC</b>	<b>2012 – 2013</b>
<b>PLATOON LEADER, FIELD ARTILLERY BATTALION – FORT BRAGG, NC</b>	<b>2011 – 2012</b>

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### EDUCATION ▪ TRAINING ▪ CERTIFICATION

<b>MA</b> , Management and Leadership, Liberty University	2013
<b>BA</b> , Political Science (Law and Legal Studies), Criminal Justice The Citadel, The Military College of South Carolina	2009
<b>PMP</b> , Project Management Professional Certification (PMP)	Expected 2016
Certified Logistics Manager U.S. Army Logistics University	2014
Certified Transportation Manager, U.S. Army Logistics University	2011
Airborne Course, U.S. Army Airborne School	2011

Meritorious Service Medal; Commendation Medal; Achievement Medal (2<sup>nd</sup> Award)

\*TS/SCI valid through March, 2017; Secret clearance valid through 2020

# MB0022

## PROJECT MANAGER • IT • FINANCIAL • OPERATIONS

CURRENT LOCATION: TAMPA, FL  
RELOCATION: NO  
CLEARANCE: TS/SCI  
AVAILABILITY: CURRENTLY AVAILABLE  
EDUCATION: MHR / BA  
CERTIFICATION: PMP, SIX SIGMA (GREEN BELT)  
TYPES OF POSITIONS: PREFER FULL TIME / REGULAR

### SUMMARY

Accomplished Leader with over 17 years of Project and Program Management within Technology, Operations, and Financial disciplines. Served in leadership roles within government and industry, guiding multi-disciplinary teams on critical, time sensitive, and 'no room for errors' initiatives. A natural communicator, effectively liaising at all levels to direct and manage large, complex programs, lead across virtual, cross-organizational teams, assess problems, analyze opportunities, and negotiate solutions. Experienced leading large groups, holding responsibility for high value assets, and delivering analytical processes to technology based initiatives. *United States Air Force Veteran.*

*Open to leadership opportunity with an organization seeking a trusted performer, committed to providing ethical guidance, organizational & performance excellence, and total customer satisfaction.*

### AREAS OF EXPERTISE

Project Management	Program Manager	Training and Development
Operations Management	Project Lifecycle Management	Stakeholder Engagement
Risk Management / Mitigation	Agile Project Management	PMP & Lean Six Sigma Certified

- IT Project Manager supporting settlement of \$1.5 Quadrillion in stock market settlements.
- Transitioned 6000+ users to Microsoft Office 365, including Email, SharePoint, Lync, OneDrive
- Transitioned Virtual Desktop Infrastructure (VDI) to the Cloud, saving millions in Disaster Recovery.
- Consolidated Cisco telephone infrastructure for 6000+ person international company.
- Led Asia Pacific Region call center infrastructure build out, moving central call center from Manila to Singapore to provide redundancy and enhanced security
- Led multi-site international security upgrade of Cisco Identity Services Engine (ISE).
- Led Distributed Denial of Service (DDoS) testing Program with external vendors.
- Identified shortfalls with, and overhauled, Firewall Request system, increasing efficiency by 30%.
- Installed Firewall configuration back up system at three datacenters, mitigating Disaster Recovery risk.
- Upgraded multi-site electronic Fingerprint Identification system for new employees.
- Multi-site, international update of almost 400 devices to most current operating system— testing and evaluation through change management process
- Selected to lead European Link Conference, explaining NATO link architecture, and paving the way for international interoperability.

### CAREER HISTORY

RISK ANALYST, THE DEPOSITORY TRUST & CLEARING CORPORATION (DTCC) – TAMPA, FL	10/2016 – PRESENT
PROJECT MANAGER, DEPOSITORY TRUST & CLEARING CORPORATION (DTCC) – TAMPA, FL	2015 – 2016
UNITED STATES AIR FORCE	1999 – 2014
PROJECT MANAGER / AIR FORCE OFFICER (MAJOR) – TINKER AIR FORCE BASE, OK	2013 – 2014
PROJECT MANAGER / AIR FORCE OFFICER (MAJOR) – TINKER AIR FORCE BASE, OK	2011 – 2013
PROGRAM MANAGER - SOFTWARE & HARDWARE UPGRADES – AF OFFICER (CAPTAIN) NATO, GERMANY	2007 – 2011
CEO, BREWHAHA INDUSTRIES LLC – OKLAHOMA CITY, OK	2006

### EDUCATION • CERTIFICATION

MHR, Masters in Human Relations, University of Oklahoma – Norman, OK	2012
BA, Political Science, Bowling Green State University – Bowling Green, OH	1999
PMP CERTIFIED – Worked in Agile and Waterfall environments	2015
LEAN SIX SIGMA - Green Belt Certified	2016
MILITARY TRAINING - Air Command and Staff College, Squadron Officer School, Microsoft Office Software	
SOFTWARE PROFICIENCY – Microsoft Project, Word, Excel, SharePoint, IT Document Depository (ITDR), HP Project and Portfolio Management (HP PPM)	

## TM0020

**PMP • SIX SIGMA BLACK BELT**

**CURRENT LOCATION:** NJ (GREATER PHILADELPHIA AREA)  
**RELOCATION:** YES. NORTHEAST.  
**EDUCATION:** MBA- GENERAL MANAGEMENT  
GRADUATE CERTIFICATE IN QUALITY MANAGEMENT WITH SIX SIGMA BLACK BELT  
BBS - PSYCHOLOGY  
**CERTIFICATION:** Certified PMP; Certified Six Sigma Black Belt; Certified Lean Six Sigma Green Belt;  
Certified Lean Champion Facilitator  
**CLEARANCE:** FORMERLY HELD TS/SCI WITH YANKEE WHITE ACCESS.  
**AVAILABILITY:** AVAILABLE 30 DAYS FROM OFFER OF EMPLOYMENT

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### PROJECT MANAGER • CONTINUOUS IMPROVEMENT • OPERATIONS MANAGER

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#### SUMMARY

Results driven Project Management professional with expertise in project planning, execution, and delivery in private industry and the U.S. Government. Adept at applying project management and continuous improvement methodologies, and risk mitigation through analysis for strategic planning. Possesses an MBA and certifications in Lean / Six Sigma, and PMP. A natural communicator, effectively liaising across organizations, divisions, and at all levels, leading teams with a common goal toward project excellence and total customer satisfaction.

*Open to Project leadership role with an organization seeking an innovative, tenacious, and achievement oriented professional committed to delivery of organizational strategic objectives.*

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#### AREAS OF EXPERTISE

Project Management  
Training & Development  
Business Process Analysis

Project Planning & Delivery  
Continuous Process Improvement  
Contracts & Vendor Oversight

Operations Management  
Budgetary Planning / Oversight  
Strategic Planning

*FORMER PRESIDENTIAL HELICOPTER SQUADRON MAINTENANCE OPERATIONS MANAGER*

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#### CAREER HISTORY

<b>BUSINESS PROCESS AND SYSTEMS IMPROVEMENT MANAGER</b> <b>AGUSTAWESTLAND CORPORATION - PHILADELPHIA, PA</b>	<b>2014 – PRESENT</b>
<b>CONTINUOUS PROCESS IMPROVEMENT COORDINATOR</b> <b>HRI, INCORPORATED - STATE COLLEGE, PA</b>	<b>2010 – 2014</b>
<b>AIRCRAFT MAINTENANCE OPERATIONS MANAGER - QUANTICO, VA</b>	<b>2009 - 2010</b>
<b>Maintenance Control Manager - Quantico, VA</b>	<b>2007 – 2009</b>
<b>Assistant Director of Training, Jacksonville, NC</b>	<b>2004 – 2007</b>
<b>Aviation Life Support Systems Technician, Various Locations</b>	<b>1994 – 2004</b>
<b>Embassy Security Guard/ Assistant Detachment Commander, Berlin, Germany</b>	<b>1992 – 1994</b>

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#### EDUCATION • CERTIFICATIONS • TRAINING

<b>TOURO UNIVERSITY INTERNATIONAL - CYPRESS, CALIFORNIA</b> <b>MBA- GENERAL MANAGEMENT</b> <ul style="list-style-type: none"><li>Graduated Magna Cum Laude with GPA of 3.8</li></ul> <b>GRADUATE CERTIFICATE IN QUALITY MANAGEMENT WITH SIX SIGMA BLACK BELT</b> <ul style="list-style-type: none"><li>Graduated with GPA of 3.6</li></ul> <b>CAMPBELL UNIVERSITY, BUIES CREEK - NORTH CAROLINA</b> <b>BBS - PSYCHOLOGY</b> <ul style="list-style-type: none"><li>Pi Gamma Mu- International Honor Society of the Social Sciences, graduated with GPA of 3.3</li></ul>	<b>2009</b>    <b>2013</b>   <b>2006</b>
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Proficient in Microsoft Word, Excel, Visio, Outlook, SharePoint, and PowerPoint.  
Held TS/SCI Security Clearance with YW Access.

**SC0011****PROGRAM MANAGEMENT • ORGANIZATIONAL DEVELOPMENT • PROJECT MANAGEMENT**

**LOCATION:** Triangle, VA  
**RELOCATION:** Open to relocation; National Capital Region – Northern Virginia  
**CLEARANCE:** Secret, (former TS/SCI)  
**EDUCATION:** MMS, Masters of Military Studies  
 BA, Political Science, International Relations  
**CERTIFICATIONS:** **PMP**, Systems Acquisition Management Certificate (Project Lifecycle), Aviation Safety Certificate, Commercial Helicopter Pilot Certificate

Creative and resourceful in developing strategies to implement long-term, high impact projects in Safety, Logistics, Human Resources, and Curriculum Development. Excels in dynamic, multi-functional environments, effectively coordinates across organizations at all levels, to achieve project deliverables. Builds cohesive teams and uses depth of experience gained through 20-year career in the United States Marine Corps, coupled with project management methodologies, to deliver projects on time and in line with organizational strategy. *Open to Program Management or Project Management leadership role with an organization that values dedication, communication, and a commitment to organizational objectives.*

**AREAS OF EXPERTISE**

Program Management	Organizational Development	Acquisition Management
Project Lifecycle Management	Compliance - Investigations	IPT Leader
Quality Assurance	Finance & Budgeting	Milestone & Metrics

**PROJECTS DELIVERED**

- **Organizational Development:** Created efficiencies, processes and reporting procedures to support the creation of a 260-person logistics organization with eight departments. Developed project charter, identified stakeholders, reported requirements, human resources plan, and defined and verified scope of duties to meet a new work breakdown structure. Led to new administrative and communication processes and the Marine Corps' nomination as the Maintenance Unit of the Year (Small Category).
- **Training:** Managed 10-person team to redesign leadership training in an 1800-hour curriculum, implementing new instruction, updated concepts, and new teaching and testing techniques to create training efficiencies. Identified stakeholders, collected requirements, estimated activity durations, performed quality control, structured curriculum, and controlled schedule to ensure timely completion of an experiential based curriculum.
- **Acquisitions:** Created the project management methodology for a logistics unit supporting 8 internal sections, 3 coequal units, and multiple units around the National Capital region. Created the prioritization process, funding assessment, and reporting process for all small and large projects and acquisitions: Montford Point Educational Park, multi-year MILCON projects for campus modernization, and the remodeling and expansion of the third-largest Marine Corps Armory.

**LEADERSHIP** - Cross-functional team leadership, within complex environments, and directly responsibility for over 260-personnel with 10 direct reports and 70 second-tier reports. Effective in staff management, mentorship, directing operations, project/program management, administration, budgeting, staff development, and process improvement. Led the Quality Assurance effort resulting meeting expectations and attaining the Marine Corps' nomination as Maintenance Unit of the Year (Small Unit Category). Served as the Acquisition and Project Manager Lead for the Marine Corps' premier leadership school.

**SUPPLY / LOGISTICS** - Program manager for a multi-tiered logistics support organization, executing supply chain management, facilities maintenance, and vehicle maintenance for accounts up to \$200M, 330 vehicles, and 66 buildings, supporting 1500 personnel in continuous operations in accordance with ISO 9001 principles.

**STAFFING MANAGEMENT** - Led the Integrated Project Team (IPT) for the organizational reduction of personnel and assets. Reduced personnel and equipment for a logistics unit by 50% and provided support limitations to alter training evolutions in order to meet strategic requirements. Anticipated HR requirements for a 62-person recruiting team that experienced a 50% annual turnover rate.

**SAFETY / RISK MANAGEMENT** - Safety, risk management, and OSHA compliance oversight, achieving 10,000 mishap free flight hours and a 20% reduction in vehicle accidents through proper application of risk management principles.

**CAREER SUMMARY****PARKVILLE HIGH SCHOOL - BALTIMORE, MD****2015 – PRESENT****LEADERSHIP EDUCATION DEPARTMENT HEAD (INSTRUCTOR/SUPPLY CHAIN)****UNITED STATES MARINE CORPS****1990 – 2014****LOGISTICS AND FACILITIES DIRECTOR (PROGRAM MANAGER), THE BASIC SCHOOL - QUANTICO, VA****2013 – 2014****CURRICULUM DEVELOPER / SENIOR INSTRUCTOR, THE BASIC SCHOOL - QUANTICO, VA****2012 – 2013****VP TALENT ACQUISITION (ASSISTANT PROGRAM MANAGER) - MILWAUKEE, WI****2008 – 2011****EARLY CAREER HISTORY – UNITED STATES MARINE CORPS**



**SS0007**

**PROJECT MANAGEMENT • OPERATIONS MANAGEMENT • LOGISTICS • OPERATIONS**

**LOCATION:** Jacksonville, NC  
**RELOCATION:** Yes, Preferably Central TN, Southeast, or any U.S. Location  
**CLEARANCE:** TS/SCI  
**EDUCATION:** MA, National Security & Strategic Studies  
MS, Computer Science  
MS, Engineering Management  
BS, Civil Engineering  
**CERTIFICATIONS:** Project Management Professional (PMP)  
**AVAILABLE:** 27 July 2016

Senior global management professional with over 26 years of experience leading diverse programs, projects, and organizations within dynamic environments. Project management expertise gained in IT, logistics, and construction management, with measurable success and achievement. Thrives when achieving success through collaboration, leadership, and methodologies that result in on-time and within-budget execution.

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**AREAS OF EXPERTISE**

IT Systems Development	IT Oversight / Management	Personnel Management
Construction Management	Engineering Management	International Relations
Leadership	Budgetary Oversight	Organizational Development

**KEY ACHIEVEMENTS & DIFFERENTIATORS**

- Managed accountability and maintenance programs for over \$2.4B of equipment, 500 facilities and real property, managed complete inventory of 10M items, and identified \$100M of account discrepancies, significantly impacting equipment accountability and readiness.
- Flawlessly planned and executed worldwide annual movement of over 26,000 personnel and 500 short tons of equipment for 400+ separate missions using multiple means of transport.
- Served as lead customer representative for seven major facility construction projects (\$54M) and a dozen minor construction facility improvement projects (\$2.2M.)
- Project leader for design and implementation of Human Resources Information System "Marine Online." Responsible for the design, development, testing, production, fielding, and operations and support of this innovative new HRIS system. Successful implementation of the system created first year ROI of \$2M, with life cycle savings of \$58M.
- Marine Online won three National IT Innovation Awards in 2003 - the DoD CIO Award, Department of the Navy eGov Award, and the 2003 Government Computer News (GCN) Award.
- Chief Architect in planning operations and US support to international forces in West Africa; establishing and leading a US interagency working group to plan support and resolve policy issues. Plan was cited as a future model in the 2013 National Security Strategy.
- Key planner for developing logistics concept of operations for complex international operations, future planning, and realignment initiatives in Iraq.
- Led effort to reorganize entire organization to become capable of worldwide relocation to operate in an austere environment in support of complex operations or humanitarian relief efforts. Central to the initiative were the establishment of a motor transport company with 110 drivers & mechanics and over 150 trucks of various cargo capacities.

Top Secret (TS) - Sensitive Compartmented Information (SCI) Security Clearance	<b>2010</b>
Program Management & Information Technology Level I - Defense Acquisition University	<b>2005</b>
North Carolina State Board of Registration for Professional Engineers – Engineer-In-Training (EIT)	<b>1993</b>

**CAREER HISTORY**

<b>UNITED STATES MARINE CORPS - COLONEL</b>	<b>1990 – PRESENT</b>
<b>SENIOR DIRECTOR, LOGISTICS</b>	<b>2013 – PRESENT</b>
<b>DIVISION EXECUTIVE / CHIEF, INTERNATIONAL AND WEST AFRICA DIVISIONS</b>	<b>2010 – 2013</b>
<b>LOGISTICS OPERATIONS OFFICER</b>	<b>2008 – 2009</b>
<b>CHIEF EXECUTIVE / COMMANDING OFFICER, COMBAT LOGISTICS</b>	<b>2006 – 2007</b>
<b>DIRECTOR, ENGINEER BRANCH</b>	<b>2005 – 2006</b>
<b>PROGRAM MANAGER, MANPOWER INFORMATION SYSTEMS</b>	<b>2002 – 2005</b>
<b>U.S. MARINE CORPS OFFICER</b>	<b>1990 – 2002</b>

**KH0006**  
**PROJECT MANAGER • HRIS • TRAINING & DEVELOPMENT**

**LOCATION:** St. Louis, MO  
**RELOCATION:** Cannot relocate; open to virtual role  
**CLEARANCE:** Secret, Valid until 2018  
**EDUCATION:** BA, Human Resource Management  
AAS, Electromechanical Technology  
AAS, General Studies  
**CERTIFICATIONS:** PMP (Project Management Professional)  
**AVAILABLE:** 18 July 2016

Results oriented Leader with over 12 years of experience in Project, Human Capital Management, Human Resource Information Systems, and Training & Development leadership. Utilizes breadth of experience and project management lifecycle / methodologies to lead programs affecting thousands of employees worldwide, with responsibility for budgets up to \$60K, assets valued at over \$11M, and management of over 90K hours of personnel training initiatives. A natural communicator, as a liaison across organizations, and at all levels, to plan, schedule, and execute project deliverables per customer guidelines. Personnel leadership includes successfully mentoring staff to achieve forward career progression and certification.

*Open to Project or HRIS role with an organization seeking an accomplished professional with a passion for training & development, goal attainment, and total customer satisfaction.*

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**AREAS OF EXPERTISE**

Human Resources	Training & Development	Leadership & Mentoring
Personnel Management	Organizational Leadership	Team Building & Development
Change Management	Project Planning / Implementation	Resource Management

**KEY ACCOMPLISHMENTS**

- Led and staffed 190 training engagements with 244 training personnel, across eight organizations, in seven different locations, resulting in successful certifications for 15 units worldwide.
- After a catastrophic loss of master scheduling program, ensured continuity and spearheaded the restoration efforts of 41 assessors to populate 29 events, covering nearly 3K man-hours.
- Oversaw the complete user interface redesign for the Navy's placement portal, including customer needs assessment, beta testing, and process refinement. This improved the 700+ user experience, reducing man power placement requests processing time by 25%, and saving the Navy \$200K in contractor costs.
- Streamlined organizational training, increasing ship's availability for missions by 10%.
- Conducted 120 performance reviews, resulting in a 25% above average promotion rate for mid-level employees.

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**CAREER HISTORY**

United States Navy	1997 – Present
Assistant Director, Scheduler / Instructor, Afloat Training Group	2012 – Present
Communications Chief, Naval Mobile Construction Battalion One	2009 – 2012
Knowledge Management Chief, Naval Personnel Command	2005 – 2009
Radar Chief, USS John F. Kennedy	2001 – 2005
Electronic Technician, Naval Computer & Telecommunications	1997 – 2001

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**CERTIFICATIONS • TRAINING**

Project Management Professional (PMP), Member PMI	2016
Master Training Specialist	2016
Afloat Training Specialist	2013
Senior Enlisted Academy	2009
Security+ Certification	2008
Network+ Certification	2008

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**VOLUNTEER & COMMUNITY**

Project Coordinator, Hope House - Memphis, TN (24 hours)	2007
Cook, Ronald McDonald House - Memphis, TN (42 hours)	2006 – 2009

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**AWARDS & COMMENDATIONS**

Navy Commendation Medal (X3)	2016
United States Coast Guard Team Commendation	2013
Navy Achievement Medal (X6)	

**JC 0010**  
**PROJECT MANAGER**

**LOCATION:** FORT LEONARD WOOD, MO  
**RELOCATION:** OPEN TO RELOCATION; PREFER SOUTH  
**CLEARANCE:** TS / SCI  
**EDUCATION:** MBA, PROJECT MANAGEMENT; BACHELOR'S DEGREE, CRIMINAL JUSTICE  
**CERTIFICATIONS:** PMP  
**AVAILABLE:** IMMEDIATELY

Results driven Leader with Project Management proficiencies from planning through execution. As a Special Agent in the United States Army, gained expertise as a Case Agent for investigations, applying project management methodologies to achieve a 95%+ solve rate. Led project plan through execution of over 500 investigations, applying technical expertise, strong leadership skills, and responsible for the management of over \$2M in organizational assets. A natural communicator, easily liaising across global organizations, divisions, and at all levels, to assemble and lead teams with a common goal.

*Open to Project Management / Leadership role with an organization seeking a trusted leader dedicated to achievement of organizational objectives.*

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**AREAS OF EXPERTISE**

Project Management  
Operational Planning  
Emergency Management

Program Management  
Stakeholder Engagement  
Security Operations

Project Planning & Execution  
Federal Law Enforcement  
National Security

**SAMPLE PROJECTS DELIVERED**

Project Manager to establish a forward deployed Criminal Investigation Division / Army Criminal Investigation Command office in Kuwait and in Iraq. Directed project initiatives, identified key stakeholders, and reviewed charter to confirm project scope, risks, issues, assumptions and constraints. Evaluated project risks, and executed tasks defined in project plan. Identified new risks and took corrective actions. Closed project by updating project records and documents, resulting in successful establishment of Kuwait and Iraq offices.

Pre-Deployment train-up program was established for combat deployment. As Project Leader, responsible for directing a train-up schedule. Defined project scope, gathered and documented requirements, and developed a communication plan. Executed tasks defined in project plan, implemented approved changes, obtained project resources. Reported performance and closed the project by successfully creating and distributing final project report for train-up for deployment.

The Target Analysis project objective was to analyze thefts of government furniture. As Project Manager, responsible for directing project initiatives. Developed project charter, created work breakdown structure, and divided and prioritized schedules. Implemented approved actions and workarounds, reported performance and verified scope of project. Created and distributed final project report, and measured customer satisfaction, resulting in the identification of a cost of loss to Army of over \$79M.

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**CAREER HISTORY**

**UNITED STATES ARMY**

**2006 – 2016**

Special Agent / Economic Crimes Coordinator

2015 – 2016

Special Agent / Detachment Sergeant

2015

Special Agent / Drug Suppression Assistant Team Chief

2012 – 2015

Special Agent

2011 – 2012

Squad Leader / Downed Aircraft Recovery Team Leader / NCOIC

2010 – 2011

Team Leader / Forward Arming & Refueling Point Chief

2008 – 2010

Downed Aircraft Recovery Team Leader / Radio Transmitter Operator

2007

**AC0008**  
**PROJECT MANAGER • PROGRAM MANAGER • OPERATIONS MANAGER**

**LOCATION:** Spanaway, WA  
**RELOCATION:** Open  
**CLEARANCE:** Secret  
**EDUCATION:** BS in Law and Justice, General  
**CERTIFICATIONS:** Project Management Professional (PMP)  
Microsoft Office Suite Certified (*Word, Excel, PowerPoint, Outlook*)  
Lean Six Sigma White Belt  
**AVAILABLE:** Immediately

Collaborative Project Leader with over six years of experience leading cross functional teams, driving project delivery, and accomplishing organizational objectives based on high level strategy. A natural communicator, liaising across organizations, disciplines, and cultures, to guide the planning, execution and sustainability of operations. Trusted to hold responsibility for large groups of personnel (1200+), high value equipment and resources (\$120M). A young professional who values the guidance received from mentors, leading to substantial opportunity, and committed to providing the same direction to others.

*Open to Project, Program or Operations Management role with an organization seeking a motivational leader committed to mentorship, organizational excellence, and total customer satisfaction.*

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**AREAS OF EXPERTISE**

Project Management  
Team Development / Leadership  
Technical Project Management

Program Management  
Project Planning / Delivery  
Strategic Advisor/Planning

Operations Management  
Key Stakeholder Engagement  
Personnel Management

**SAMPLE PROJECTS DELIVERED**

**ADVISOR TO PROJECT SPONSOR** – Afghan National Army Training Program Development to implement training program for providing the capability to sustain independent long-term stability and security. Identified and documented risks and constraints, and created Work Breakdown Structure and WBS dictionary. Held team building activities, updated high level risks, and gathered and archived lessons learned.

**PRIMARY PROJECT LEADER** – Property Accountability project to account for, locate, return, and recover funds for missing equipment and materials purchased during global war on terrorism. Assessed project feasibility within given constraints, determined and created planning requirements and gained approval of plan. Managed project resources, evaluated performance and influenced factors of deviation from the plan. Gained final acceptance of deliverables.

**PROJECT MANAGER** – Process Improvement project for improvement of existing processes and procedures in disseminating mission critical orders and taskings throughout the organization. Created initial expectations for scope, gaining approval from stakeholders. Developed project schedule based on WBS and maximized team performance with limited time constraints. Communicated project status to key stakeholders and transferred ownership of deliverables to operations team.

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**CAREER HISTORY**

<b>UNITED STATES ARMY</b>	<b>2010 – 2016</b>
<b>DIRECTOR OF OPERATIONS / ASSISTANT PROGRAM MANAGER</b>	<b>2014 – 2016</b>
<b>ASSISTANT DIRECTOR OF OPERATIONS / ASSISTANT PROGRAM MANAGER</b>	<b>2013 – 2014</b>
<b>SENIOR PROJECT MANAGER</b>	<b>2012 – 2013</b>
<b>OPERATIONS / PROJECT MANAGER</b>	<b>03/2011 – 02/2012</b>
<b>PROJECT MANAGER</b>	<b>2010</b>

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**TRAINING**

<b>120VC</b>	<b>2016</b>
Training for standards and practical application of Project Management	
<b>Directors Career Course</b>	<b>05/2014 – 11/2014</b>
Senior leader organizational management and professional development	
<b>Managers Leadership Course</b>	<b>09/2010 – 03/2011</b>
Junior leader core training and professional development	

## GM0001

### STRATEGIST • COMMUNICATOR • ACTION-ORIENTED LEADER

**LOCATION:** Denver, CO  
**AVAILABILITY:** Currently Available  
**RELOCATION:** Cannot relocate; Open to 20% travel or virtual/remote  
**EDUCATION:** MBA, 2016 (Projected); BS, Mechanical Engineering  
**CERTIFICATIONS:** Project Management Professional (PMP)  
Salesforce.com Certified Administrator (ADM201)  
Lean Six Sigma Yellow Belt

Dynamic and technically proficient with experience leading teams in global environments.

Specialties:

- Strategic Planning
- Process Design & Implementation
- Program & Project Management
- Supply Chain Management
- Leadership Development
- Customer Relationship Management

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#### PROFESSIONAL EXPERIENCE

**PRODUCTION SUPERVISOR** - Directed operations and maintenance activities in an FDA regulated manufacturing facility.

- 44 direct reports; 20 full-time operators, 4 mechanics, & 20 temporary-hire operators.

**U.S. MARINE CORPS - (CAPTAIN / COMMISSIONED OFFICER)**

**TRANSPORTATION DEPARTMENT MANAGER** - Directly responsible for \$18M in equipment & rolling stock and a 127-member department comprised of logistics operations & maintenance sections. 15 direct reports, 112 indirect reports.

- Global Supply Chain & Fiscal Officer - Planned, developed, and led the overseas procurement and asset accountability program for an organization of 1,300 members and \$144M in assets. Managed annual budgets in excess of \$1.6M.

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#### SUCCESSFUL PROJECTS

##### INTERNATIONAL SUPPLY CHAIN DEVELOPMENT AND RESTRUCTURING

- Led project team of 13 in development, test, and implementation of a global sourcing and procurement system to support an international organization comprised of over \$150M in assets dispersed to three ships and four foreign countries.
- 1,800+ stakeholders with direct & indirect procurement requirements.
- Integrated and aligned inter-agency resources within the Department of Defense and foreign governments to leverage multiple channels of supply.
- Utilized international logistics hubs, air & sea transportation assets, and internal support cells and echelons of supply.
- End result – average fill time of 11 days on critical repair parts shipped to remote locations.

##### ORGANIZATIONAL MERGER / ACQUISITION

- Led project team of 11 in acquisition of \$100M in capital equipment and 300 people from five organizations.
- Asset management program, policies and procedures to improve performance capabilities.
- Repeated implementation in delivery of four similar initiatives.

##### TRANSPORTATION & LOGISTICS SUPPORT EXERCISE

- Led project team of 127 in logistics capabilities analysis of an organization of 900 members / \$235M equipment.
- Developed 24 page SOP and training plan to bridge gaps identified with evaluation criteria during execution phase.

##### CONTINUING PROCESS IMPROVEMENT INITIATIVE

- Led project team of 14 through multiple lean process improvement projects in a manufacturing facility.
- Improved liquid filler washout procedure saving \$25K of wasted material annually. Identified training gaps with respect to quality and labor utilization - Improved labor efficiency to 109%.

**JB0005**

**PROJECT MANAGER • AVIATION • AEROSPACE**

**LOCATION:** Leesville, LA  
**RELOCATION:** Open to relocation, Prefer Southeast (Ideal: Huntsville, AL)  
**CLEARANCE:** Secret  
**EDUCATION:** BA, Organizational Management  
**CERTIFICATIONS:** PMP (Project Management Professional)  
**AVAILABLE:** Currently available

Project driven leader with expertise in all facets of project management lifecycle and delivery of strategic operational objectives. Possessing 12 years of experience in project and program leadership roles, and recognized for consistently surpassing all performance objectives. A natural communicator skilled at working across all levels to guides teams, with a shared purpose, to project delivery - on time and with total mission success. *Formally recognized for outstanding performance and service throughout 12-year career in the United States Army.*

*Open to Project Management role with an organization seeking a seasoned leader committed to goal achievement and total customer satisfaction.*

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**AREAS OF EXPERTISE**

Project / Program Management	Operations Management	Aviation / Aerospace
Project Lifecycle Management	Requirements Definition	Identification of Deliverables
Timeline Development	Project Scope / Resources	Milestone & Metrics
Risk Assessment / Analysis	Validation of Project Alignment	Continuous Improvement

**KEY PROJECTS DELIVERED**

- Overhauled existing Unit Inspection program to pass major organization inspection. Identified key deliverables by conducting program analysis to ensure operational readiness.
- Successfully led Personnel Logistics Movement project, consisting of a team of 10 multi-divisional stakeholders, to relocate 1,500 personnel. Applied analysis of 'lessons learned' from previous projects, facilitated effective communication among divisions, and developed a Work Breakdown Structure (WBS). Transferred ownership to key stakeholders upon project completion.
- Directed multi-stakeholder Base Realignment project to integrate and deliver high value assets, ensuring efficient and expeditious transport of equipment and personnel. Identified high levels of risk and constraints based on environment and organizational factors.
- Led project to establish work center located in an austere environment, successfully implementing project plan, achieving all deliverables. Managed changes by following the Change Management Plan.
- Directed multi-stakeholder Personnel Recovery Program Development project, to certify operational preparedness. Utilized Organizational Process Assets (OPAs) to implement corrective actions to meet project requirements.
- Developed project charter for Quick Reference Handbook Development project, calculating Quality Management Plan, and defining standards for content based on scope. Effectively acquired project resources according to the Procurement Management Plan.
- Led multi-stakeholder Database Update project, defining roles and responsibilities centered on the human resources management plan and activity list.
- Led Multi National Insertion and Extraction project. Identified high level requirements and risks, led real-time research, and managed project team members during execution. Closed project by successfully returning all personnel and equipment to their respective organizations.
- Led Organizational Deployment of automation equipment project to prepare organization for operations in an austere environment. Ensured necessary resources to meet project requirements, and ensured work was performed to quality standards.

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**CAREER HISTORY**

<b>Project Manager / UH72 Lakota Pilot, Louisiana National Guard</b>	<b>2015 – 12/2016</b>
<b>UNITED STATES ARMY</b>	<b>2003 – 2014</b>
<b>PROJECT MANAGER / UH72 HELICOPTER PILOT</b>	<b>2012 – 2014</b>
<b>PROJECT MANAGER / HELICOPTER PILOT</b>	<b>2008 – 2012</b>
<b>OPERATIONS ADVISOR / UH60 HELICOPTER MAINTAINER / INSTRUCTOR</b>	<b>2004 – 2006</b>
<b>BASIC TRAINING</b>	<b>2003</b>
<b>PMP / Member, PMI</b>	<b>2016</b>

**ML0002**  
**PROJECT MANAGEMENT • OPERATIONS MANAGEMENT**

**LOCATION:** College Station, TX  
**RELOCATION:** Yes, Austin / San Antonio, TX Region  
**EDUCATION:** B.S., Criminal Justice  
**CLEARANCE:** Top Secret / SCI  
**AVAILABILITY:** 1 July 2016

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**CERTIFICATION/TRAINING**

Project Management Professional (PMP), Project Management Institute (PMI) 2016  
Lean Six Sigma Green Belt, USMC (In Progress) Expected May 2016  
Lean Six Sigma Yellow Belt  
Expeditionary Warfare School, United States Marine Corps  
Government Top Secret/Secret Compartmentalized Information (TS/SCI) Clearance

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**SUMMARY**

Dedicated leader committed to project delivery, operational excellence and total customer satisfaction. Possesses expertise in all facets of project management lifecycle and delivery of strategic operational objectives. Eight years leading and mentoring diverse teams, and developing solutions to complex problems, increasing capability, improving efficiency, and delivering mission success. Highly skilled at communicating across all functional levels to guide teams toward on-time project delivery and increased operational excellence.

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**CORE COMPETENCIES**

PMP Certification # 1914617 Project Management Operations Management  
Risk Assessment / Analysis Communications & Integration Stakeholder Management  
Timeline/Schedule Management Project Scope / Resources Quality Management

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**SUCCESSFUL PROJECTS DELIVERED**

Led training/advising program for Afghan Army that focused heavily on stakeholder communication, risk management, change management, and leveraging cultural differences. Increased output by 400% while transitioning a static and operationally-stagnant unit of 150 individuals into a dynamic and independently functioning force achieving operational excellence within their market.

Developed new Standard Operating Procedures (SOPs) with key stakeholders to institute change in a high risk environment. Led team in researching, testing and implementing unconventional methods that would reduce risk while improving quality, efficiency, and safety. Final product adopted by Executive Management as framework for 900-person organization.

Led the merger of two separate departments involving flow of sensitive and compartmentalized information. Developed new tools and techniques while establishing procedures to stay within constraints/restraints. Produced an agile, efficient, and dynamic organization of 300 individuals capable of capitalizing on fleeting business opportunities, and ultimately increasing bottom line by 200%.

Led project to design and create a new company operations site. Relocated a 50-person team with associated resources while controlling flow of personnel into new location and taking corrective action for variances induced by the environment. Decisively increased market opportunity and expanded company's customer base by nearly 20%.

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**CAREER HISTORY**  
**UNITED STATES MARINE CORPS**

**DIRECTOR, OFFICER RECRUITING, OFFICER SELECTION OFFICE**  
**DEPARTMENT HEAD / DIRECTOR**

- Led, trained, and developed a 35-person team of elite and highly specialized individuals in providing key operational support to parent organizations.

**FOREIGN MILITARY TRAINING TEAM LEADER**

- Led six-person team to serve as military advisors to a 140-person unit of the Afghan National Army.

**STUDENT, TRAINING AND EDUCATION COMMAND**

**MS0004**  
**PROJECT MANAGER • ACQUISITION OFFICER**

**LOCATION:** Washington, DC (beginning summer 2016). Currently Pinehurst, NC.  
**RELOCATION:** Yes/Prefer West Coast or DC Beltway, open to other locations.  
**CLEARANCE:** TS/SCI Clearance (Active)  
**EDUCATION:** MBA, University of Baltimore, Baltimore, MD  
BS - Marketing, DePaul University, Chicago, IL  
**CERTIFICATIONS:** PMP - Project Management Professional  
Defense Program Management (DAWIA), Level III  
Defense Acquisition Corps Member

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**CAREER HISTORY**

**ACQUISITION OFFICER, UNITED STATES ARMY, 2008-PRESENT**

**RESEARCH AND DEVELOPMENT PORTFOLIO MANAGER:** Formulated and executed an annual \$90 Million investment program utilizing highly streamlined acquisition strategies tailored to support the complexities of the Special Operations tactical environment.

**UNMANNED AERIAL VEHICLE TEST OFFICER:** Responsible for independent assessments of the effectiveness and suitability of Unmanned Aerial Vehicles (UAVs) for future integration into the Army's acquisition portfolio.

**ASSISTANT PROGRAM MANAGER FOR ARMY NETWORK INTEGRATION:** Responsible for planning and integrating the Army's future networked capability sets for operational evaluations; executing a recurring semi-annual \$45 million budget for hardware and software design and integration.

**OPERATIONS OFFICER, MILITARY ENTRANCE PROCESSING COMMAND:** Managed a 30-person joint-service Military Entrance Processing Station (MEPS) servicing Hawaii, American Samoa, Guam, the Federated States of Micronesia, The Republic of Palau and the Republic of Marshall Islands in enlisting personnel into all branches of the military.

**FIELD ARTILLERY OFFICER, UNITED STATES ARMY, 2002-2008**

**BRIGADE EFFECTS COORDINATOR, COMBAT AVIATION BRIGADE HAWAII:** Responsible for advising an aviation brigade on the capabilities, limitations and implementation of non-organic assets into combat operations.

**FIELD ARTILLERY OFFICER, INFANTRY BRIGADE COMBAT TEAM HAWAII:** Led a 38-person team and associated equipment worth \$3 million supporting infantry formations with expertise in indirect lethal and non-lethal effect producing capabilities.

**ADDITIONAL INFORMATION:** Current TS/SCI Clearance; Over 27 months leading Soldiers in support of Operation Iraqi Freedom; Airborne, Ranger Qualified; Life Time and Active Member of the Veterans of Foreign Wars (VFW); Proud Husband of 10 years and father of two sons.



SC0003

PROJECT MANAGER • PROGRAM MANAGER • IT

**LOCATION:** OXNARD, CA  
**RELOCATION:** YES, RALEIGH/DURHAM, NC  
**CLEARANCE:** SECRET  
**EDUCATION:** BS, COMPUTER INFORMATION SCIENCES  
**CERTIFICATIONS:** PMP (PROJECT MANAGEMENT PROFESSIONAL), CSM (CERTIFIED SCRUM MASTER)  
**AVAILABLE:** SEPTEMBER, 2016

Mission focused Program and Project Leader with expertise in the real-world application of project management lifecycle methodologies in the execution of complex programs and operations. Consistent record of success in increasing productivity, reducing expenditures, and applying continuous improvement initiatives across technical entities. A natural communicator, adept at working across organizations, divisions, with foreign stakeholders, and at every level, to achieve mission success. Currently pursuing CompTIA certification.

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**AREAS OF EXPERTISE**

Project / Program Management	Organizational Leadership	IT / Technology Initiatives
Project Lifecycle Management	Requirements Definition	Identification of Deliverables
Timeline Development	Project Scope / Resources	Milestone & Metrics
Risk Assessment / Analysis	Training & Development	Continuous Improvement

**KEY PROJECTS DELIVERED**

**MISSION ESSENTIAL TASK TRAINING PROGRAM** - Identified key deliverables and project schedule to outline milestones and resources. Managed task execution and measured project performance thru task completion standards and proficiency levels. Archived lessons learned following each training activity.

**REDEPLOYMENT AND REINTEGRATION** - Identified and analyzed risks using organizational factors and expert judgment. Developed project schedule focused on resource management and timeliness of project. Managed information flow to stakeholders. Continuously monitored and assessed risk involved and closed project once deliverables safely arrived to destination.

**FIRES BRIGADE CERTIFICATION** - Conducted benefit analysis with stakeholders on communication deliverables and impacts on organizational strategy. Obtained stakeholder approval, and determined corrective actions to maximize effectiveness of deliverables. Obtained feedback from stakeholders to improve future projects.

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**CAREER HISTORY**

**UNITED STATES ARMY OFFICER**

**2008 – PRESENT**

**OPERATIONS PROGRAM MANAGER**

- Plan and supervise talent acquisition and customer service of quality applicants. Lead six recruiting centers covering a population of over 1 million people. Conduct detailed market analysis to create recruiting strategy. Develop customer and client relationships with education and community leaders to increase influence in target geographic areas.

**OPERATIONS PROGRAM MANAGER**

- Managed 24-hour IT support to over 1000 users. Consultant on communication systems to the Division Head. Planned and supervised the engineering, installation, operation, maintenance, and defense of all automation, software, hardware, and network devices. Managed 2 teams of 37 IT employees.

**INFORMATION TECHNOLOGY OPERATIONS MANAGER**

- Principal Consultant to the Department Head on operational and strategic communications. Responsible for planning, employment, operations, training, and maintenance of all network devices.

**ASSISTANT OPERATIONS PROGRAM MANAGER**

- Planned, coordinated, and directed operations in Iraq, supervising 90 employees. Head of the Human Resources (HR) and Logistics, managing over 200 operations in Central Baghdad.

**PROJECT MANAGER**

- Principal Adviser to the Senior Operations Manager on fire support and intelligence. Planned, coordinated, synchronized, and employed resources during specialized operations. Responsible for nine employees and their families.

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**TECHNICAL**

**Operating Systems:** Windows Operating System, Ubuntu (Linux). **Programming:** C++, COBOL, JAVA, Visual Basic, HTML, Cascading Style Sheets (CSS), SQL. **Software Applications:** Microsoft Office Suite (Excel, Word, Access, Outlook, Publisher). **Web Applications:** SharePoint, Google (Drive, Docs, Sheets, Gmail, Hangouts, Calendar, Keep, Voice). **Networking:** TCP/IP, Local Area Networks (LAN), Wide Area Networks (WAN), KU-band Satellite Earth Stations **Hardware:** Promina Switches, CISCO Routers, Firewalls, Video Teleconference (VTC). **Peripherals:** Cellular Phones. **Military Systems:** FM/HF Radio Systems, Warfighter Information Network-Tactical (WIN-T), Joint Network Node (JNN), Command Post Node (CPN), Trailer Mounted Satellite Terminals, Transit Cases, Classified/Unclassified Network Components and Automations, "Legacy" Systems, SPEED, TIGR, FalconView, AFATADS, IKRome, BiZone.