

# Jessica Claire

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## PROFILE

Forward-thinking Aviation Maintenance Technician with hands-on experience performing quality troubleshooting of all aviation mechanical and electrical subsystems.

## PROFESSIONAL EXPERIENCE

**AVIATION MAINTENANCE TECHNICIAN** 04/2010 to 06/2014

**Vse Corporation | Greensboro, NC**

- 21st May 2010 Accepted and deployed to Aviation Maintenance School.
- Completed 20 weeks of full time aviation maintenance school in which I was taught how to inspect, service, maintain, troubleshoot and repair aircraft engines, auxiliary power units, propellers, rotor systems, power train systems, and associated airframe and systems-specific electrical components. We serviced, maintained and repaired aircraft fuselages; wings; rotor blades; fixed and movable flight control surfaces; and also bleed aircraft air, hydraulic and fuel systems. I was also trained to filled aircrew positions such as flight engineer, flight mechanic, loadmaster, dropmaster, sensor-systems operator and basic aircrewman.

**UNITED STATES CEREMONIAL HONOR GUARDSMAN** 10/2007 to 04/2010

**United States Coast Guard Honor Guard | City, STATE**

- 7th January 2008 Hand selected by Drill Instructors to serve two years in the Coast Guard Honor Guard stationed in Washington D.C. where I represented the Coast Guard in high profile events around the world.

**SECUP DEPARTMENT MECHANIC** 2005 to 10/2007

**Michaels Reno Powersports | City, STATE**

- Worked for for the largest motorcycle dealer/maintenance company in Reno Nevada.
- July 2005 I was in charge of three personnel to build and deliver new vehicles and repair and deliver used vehicles under strict time constraints.
- Job consisted of troubleshooting, ordering, and installing parts required for repair with maximum potential profit on used vehicles.
- Ensuring safety of new and used vehicles before delivery to customers.
- All customers receiving our products would receive a safety briefing and product demonstration before transferring possession.

## ACCOMPLISHMENTS

**Michaels Reno Powersports**

- 1st May 2006 promoted to quality control of Michaels Reno Powersports all products built before delivery to the customer.
- There were 0 safety violations since I was put in charge of quality control with 0 customer complaints unresolved for each individual product produced.

**Coast Guard Honor Guard**

- 1st June 2008 promoted to head Body Bearer responsible for conducting and organizing a team of 6 that performed more than 61 funeral services for late Coast Guard Veterans in Arlington National Cemetery and around the nation.
- 8th August 2008 Promoted to the head of the Silent Drill Team responsible for organizing 25 people to perform at events around the nation.

**Coast Guard Aviation**

- Supported over 2,500 flights on the ground.
- Completed Fueling operations Specialist training.
- Accrued and logged 232.8 hours of aircrew flight time on the MH-60 Jayhawk.
- Successfully and safely completed 68 missions of various safety test flights, search and rescue missions, immigration interdiction, counter drug enforcement, location determination and surveillance Intel with and for the CIA.
- Deployed 14 times to various locations outside of the United States.
- Logged 237 Maintenance procedures and assisted in over 300 more including troubleshooting and identifying discrepancies and failures, corrosion inspections, preventative maintenance, servicing, weights, rotor balancing, vibration dampening, and remove/installs.

## EDUCATION AND TRAINING

**Bachelor of Science | Mechanical Engineering** 2018

**University of Nevada Reno, Reno, NV**

Attended University of Nevada Reno for Mechanical Engineering with minor in UAV Technology. Currently in the second year of the degree. Completed Engineering I & II, Core Humanities requirements, Micro economics, and pre-calculus.

Aviation Maintenance

**Aviation Maintenance School, Elizabeth City, NC**

Completed 20 weeks of full time aviation maintenance school

Aviation Engineering

**Ashford University, Clearwater, FL**

English Composition I & II, Adult Development and Life Assessment, Personal Dimensions of Education, Cultural Anthropology

Associate of Science

**Truckee Meadows Community College, Reno, NV**

Private Pilot Ground School, Fundamentals of speech.

Aeronautical Engineering

**Embry Riddle University, Clearwater, FL**

GPA: GPA: 3.74 1st October2014 Was accepted and started attending the University of Nevada Reno for Mechanical Engineering with minor in UAV Technology. Currently in the second year of the degree, I have completed Engineering I & II, Core Humanities requirements, Micro economics, and pre-calculus.

Meteorology, and Computer Software Applications.

## SKILLS

- Quality Assurance of aircraft parts and subsystems
- Determining aircraft airworthiness

**Experience Troubleshooting and Repairing:**

- Aircraft engines
- Auxiliary power units
- Propellers & rotor systems
- Power train systems, and associated airframe and systems-specific electrical components
- Maintaining and repairing aircraft fuselages
- Wings, rotor blades, fixed and movable flight control surfaces
- Bleed aircraft air, hydraulic, and fuel systems