

# Jessica Claire

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## PROFESSIONAL SUMMARY

I am a hardworking and motivated professional looking to transition from United States Navy duty to the civilian workforce. I'm also highly motivated with more than 4 years of experience and achievements including Navy and Marine Corps Achievement Medal, Blue Jacket Of The Quarter, and Plane Captain of the Quarter. I will always actively seek additional responsibilities and resolve problems quickly and efficiently. I'm an extraordinary leader and problem solver looking to transition from a successful career in the military to the civilian sector, and am calm under pressure with superior time management and conflict resolution skills.

## WORK HISTORY

### AVIATION ORDNANCEMAN

07/2011 to CURRENT

#### Amentum | Wamego, KS

-As an Aviation Ordnanceman I received, inspected, packaged, stored, handled, and processed for shipment: airborne weapons, air launched torpedoes, aerial mines, and ammunition. I also tested, assembled, fuzed, loaded, downloaded, armed, and de-armed airborne weapons for aircraft carriage, and I received, inspected, stored, loaded, and download weapons and multiples forms of ordnance. I performed authorized maintenance on airborne weapons, aircraft guns, and targets. I received, inspected, inventoried, configured, tested, and maintained Armament Weapons Support Equipment (AWSE), Ordnance Handling Equipment (OHE), and materials handling equipment. I also tested and maintained aircraft armament release and control systems, and inspected and maintained conventional ordnance magazines and Ready Service Lockers (RSL). I also performed preventative maintenance and inventory small arms weapons. I managed accounting systems, reworked airborne weapons/systems/equipment, and conventional weapons qualification/certification programs, afloat and ashore.

### PLANE CAPTAIN

07/2011 to CURRENT

#### United States Navy | City

-As a Plane Captain I performed daily, preflight, post-flight, and turnaround inspections with assisting personnel, and assisting others in performing O-level maintenance. I assisted the pilot in flight preparation and advised the pilot of the material condition of the aircraft. I was responsible for the cleanliness and prevention of corrosion on the aircraft by pursuing an effective and continual preventive maintenance program. I also performed the work required and assisted on phase, special, and conditional inspections within the rating specialty as required by maintenance requirements cards (MRCs).

## EDUCATION

### Bachelor of Arts | Business Administration

2013

#### San Francisco State University, San Francisco, CA

## ACCOMPLISHMENTS

- Safe and Launch recovery of 922 sorties
- Encompassed 969 flight hours.
- Enlisted Aviation Warfare Specialist
- Good Conduct Award
- Navy and Marine Corps Achievement Medal
- Nov 2014 to Jun 2015 safe arming and rearming of 2,936 Aim-9x sidewinders air to air missiles, 2,936 M61 guns, 1,392 AGM-65 Maverick Air-To-Ground missiles, 3,831 Joint Direct Attack Munitions, and 1,869 Paveway 2 precision guided bombs.
- Responsible for 7 tool boxes and 8 tool pouches valued at 12,000 dollars and my attention to detail resulted in zero discrepancies during 4 Quality Assurance Spot Checks
- F/A-18 Stores Management System (Initial) Organizational Level Maintenance Course (C-646-9973, Course Code 700T, (160 hours)
- Aviation-Professional Apprenticeship Career TRACK (C-950-0011)
- Explosive driver/Handler

## SKILLS

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| <ul style="list-style-type: none"><li>Team leader</li><li>Quick learner</li><li>Firearm and explosives handling</li><li>Organized</li></ul> | <ul style="list-style-type: none"><li>Adept multi-tasker</li><li>Troubleshooting</li><li>Trained in security</li></ul> |
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## ADDITIONAL INFORMATION

"Professional achievement as an ordnance branch technician and ordnance team leader in strike fighter squadron 113 from March 2012 to August 2016. Demonstrating exceptional leadership and superb technical ability, Petty Officer Claire led eight sailors in the safe and loading and expenditure of 450,000 pounds of ordnance in support of Operation Inherit Resolve. Additionally, he was instrumental in the completion of 1,735 maintenance actions encompassing 3,622 man hours, resulting in a 100 percent weapons system availability rate. His tireless efforts directly contributed to the command successfully passing the conventional weapons technical proficiency inspection and receiving a score of 750 out of a possible 800. Petty Officer Claire's exceptional professionalism, unrelenting perseverance, and loyal devotion to duty reflected credit upon him and were in keeping with the highest traditions of the United States Naval Service." -E.C. Doyle, Commander, U.S. Navy Commanding officer, VFA-113