

Objective

Versatile Operations Officer with demonstrated success in project management, organizational training, resource management and strategic planning. Outstanding interpersonal, leadership and problem solving skills with the proven ability to interact effectively with diverse technicians.

Skills

Military, Operations Management, Transportation, Logistics Management, Project Management, Program Management.

Work Experience

Operations Officer II

ABC Corporation - January 2013 – August 2013

- Overseeing matching of individuals against government watch lists, exercising operational control during threat situations, developing and executing incident management and other procedures, and providing seamless coordination with OIA and other TSA organizations.
- Provided direct support to the OIA team and TSA operational stakeholders to ensure risk-based application of vetting procedures, improved efficiency, and improved employee knowledge and training.
- Developed and implemented NTVC Standard Operating Procedures (SOPs).
- Implemented processes and systems that generate higher productivity and improve workforce training and morale.
- Monitored and evaluated operational systems for relevance and suggesting improvements to enhance security.
- Ensured seamless coordination between other components of the Office of Intelligence and Analysis and the NTVC.
- Ensured awareness of current transportation threat and environmental awareness for any impacts on sustained air passenger vetting out to 72 hours and credentialed population vetting to support mission requirements.

Operations Officer

ABC Corporation - 2011 – 2013

- II Marine Expeditionary Force, Camp Lejeune, NC 1995-1997 Operations Officer, 24th Marine Expeditionary Unit, Special Operations Capable Planned and executed numerous real world and training missions during two deployments to the Mediterranean Area of Operation.
- Supervised the pre-deployment training of over 2200 Marine and Sailors which included a mix of 39 fixed and rotary wing aircraft, light and heavy armor vehicles and over 400 pieces of additional rolling stock.
- Coordinated with the US Navy while deployed to ensure all required training was conducted to include pilot qualifications and special operations shooting standards.
- Personally requested by Commander 6th Fleet to participate in high level planning in support of operations in the Bosnia Theater of operation.
- Other Assignments 1977-Present Over six years of recruiting experience both at the Marine enlisted level and Naval Reserve Officer Training Command level.
- During each assignment exceeded all assigned missions and quotas.

- Additionally, four years of high security operations to include movement of sensitive munitions in a foreign country.

Education

Bachelor's in Multiple Disciplinary Studies - (Grantham University)