**Rodney Santiago**

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**SUMMARY OF QUALIFICATIONS**

Focused, results-driven **Security Operations Professional** with extensive experience in effective security procedures, productive operations, and the use of specialized security systems to accomplish set objectives. Seasoned employee who performs well at sites in the United States as well as in hostile environments overseas. Strong communication skills, serving as a valuable coordinator, liaison, and manager. Adept in building relationships with clients, military partners, supervisors, and team members. Successful record of accomplishing goals accurately and on time. Holder of an Interim Top Secret Security Clearance.

**Experience in**

Physical Security Force Protection, Surveillance, Biometric Systems, Access Control Entry/Exit Procedures, Closed Circuit Cameras, Technical Equipment Operation, Security Reports, Internal and External Communications, Team Training and Management, Daily Administrative Processes, Biometrics Automated Toolset, Handheld Interagency Identification Detection Equipment – HIIDE (Trainer), Biometric Identification Device - BID (Trainer)

**SECURITY EXPERIENCE**

**Security Manager**, General Dynamics, 1st TSC (OCP) Camp Arifjan, Kuwait **1/2015-Present**

Principal advisor on information security in the command and is responsible to the commander for management of the program. Advise and represent the commander on matters related to the classification, downgrading, declassification, and safeguarding of national security information.

* Establish and implement an effective security education program as required.
* Inspect command staff and subordinate units for compliance with Information Security Program; provide written reports to inspected staff and units.
* Establish procedures for assuring that all persons handling classified material are properly cleared. The clearance status of each individual must be recorded and accessible for verification.
* Advise and assist officials on classification problems and the development of classification guidance.
* Ensure that classification guides for classified plans, programs, and projects are properly prepared, distributed, and maintained.
* Review Joint Personnel Adjudication System (JPAS) information to verify security clearances for access rosters, identification badges, and system access control point.

**Pass and ID Administrator, Triple** Canopy, Camp Arifjan, Kuwait **2/2014-1/2015**

Assist in directing all installation access efforts: badge operations, vehicle registration, and escorted access in direct support for the Department of Defense (DOD) Provost Marshall Office Operations pertaining to contraband and prohibited items.

* Receive and initiate Defense Biometric Identification Systems (DBIDS) applications, and screenings for access requirements communicates with Contracting Officer Representative (COR), the approving authority as necessary, and submits electronically the application through the required DBIDS process.
* Collects demographic/biometric data into the DBIDS system, (fingerprints and palm prints using print scanners, take digital images and iris scans) of applicants.

**Site Lead Biometric Enroller/Site Security Manager,** L3 Communications, Baghdad, Iraq **9/2011 – 8/2013**

Supervise the activities and processes for on-site security workstations throughout the base, serving as the primary manager for security matters related to the automated identification systems.

* Register, process, and maintain the Defense Enrollment Eligibility Reporting System (DEERS) and the Real-Time Automated Identification Systems (RAPIDS). Perform all Identification Card and Common Access Card (CAC) issuance tasks including document research, document review, eligibility, and entitlements.
* Update and maintain site information and the site roster of RAPIDS users. Request log-on identification for new users and deleted outdated log-on information.
* Received, reviewed, and submits BAT-Av5 applications for accuracy of information, and for the purpose of vetting personnel.
* Review security clearances on all personnel using the Joint Personnel Adjudication System (JPAS) and the Synchronized Pre-deployment and the Operational Tracker-Enterprise Suite (SPOT-ES).
* Train workstation operators on proper procedures for RAPIDS and DEERS systems. Monitor the actions and performance of employees to ensure that assigned RAPIDS workstations are operated, maintained, and secured according to standard procedures.
* Train workstation operators to obtain fingerprint and palm prints using TP4800 PA print scanners. Take digital images and iris scans of applicants using Pier 2.3, 2.4, and Pier T devices. Submit and process all demographic and biometric information into the BAT-Av5 application.

**Biometric Systems Operator,** Northrop Grumman, Baghdad, Iraq **3/2010 – 9/2011**

Supported Biometric Tactical Systems (TBS) at the Victory Base Compound, accomplishing a wide range of functions associated with biometric system access (BISA) and the automated biometric tool set (BATS).

* Managed the entire enrollment process for individuals in Multi-National Forces as well as local nationals and third-country nationals. Entered data into the computer system, working with interpreters if necessary.
* Worked directly with applicants to obtain fingerprint and palm prints using TP4800 PA print scanners. Took digital images and iris scans of applicants using Pier 2.3, 2.4, and Pier T devices. Submitted and processed all demographic and biometric information.
* Reviewed and verified applicant credentials to ensure accuracy. Notified the applicant’s sponsor when a credential is ready for issuance. Resolved or report any faulty or misprinted credentials. Updated and maintained credential records, upholding the highest level of accuracy.
* Granted personnel and visitor access to locations at deployed Department of Defense installations.
* Took on additional administrative and operational duties such as printing, issuance, system updates, and equipment maintenance in order to accomplish the Biometric Badge Mission.

**Site Supervisor and Armed Security Officer,** Garrison Training Center, Fort Stewart, GA **2/2009 – 3/2010**

Managed protective and enforcement duties at the center, performing security inspections and checks that ensured the safety of guests and team members as well as the overall security of the property.

* Led response procedures for emergencies such as fire, safety hazards, and threats to lives or property.
* Worked closely with clients to gather security requirements, present updates, and address potential issues.
* Attended meetings with the Management Team in order to review post orders, give security statuses, and offer recommendations for more effective security processes.
* Trained security technicians on all aspects of force protection, security procedures, and safety processes.

**MILITARY EXPERIENCE**

**United States Army** (Fort Stewart, GA and Iraq) **9/2003 – 7/2008**

**Force Protection Supervisor and Site Supervisor – Joint Base Balad, Iraq** (6/2007 – 7/2008)

* Fully managed the staff of 30 personnel and all corresponding security duties at the East Entry Control Point of the largest airbase in Iraq.

**Platoon Sergeant and Senior Supervisor – Fort Stewart, GA** (5/2004 – 12/2008)

* Supervised 50 staff personnel in addition to personally performing inspections to Army vehicles and equipment worth over $30 million.

**Ammunition Platoon Sergeant and Senior Supervisor – Fort Stewart, GA** (9/2003 – 5/2004)

* Managed the staff of 20 personnel and 18 palletized load systems, overseeing all aspects involved with the requisition, receiving, storage, and issuing of Battalion ammunition.

**AWARDS**

* 2 Bronze Star Medals
* 1 Meritorious Service Medal
* 3 Army Commendation Medals   
  13 Army Achievement Medals
* 7 Army Good Conduct Medals

**EDUCATION AND MILITARY TRAINING**

**Central Texas College** - Undergraduate Degree Coursework in General Studies

**Military Training:**

Primary Leadership Development • Basic Non-Commissioned Officer • Airborne/Advanced Airborne Training

Air Assault • Rappel Master • Equal Opportunity Representative • Drug and Alcohol Abuse Programs

Hazardous Material Handling • Ammunition Fuel Handlers • Air Load Planner • U.S. Army Retention

Combat Life Savers • Water Survival Skills • Detainee and Search Procedures • Firearms • Drivers Education

**TECHNICAL AND COMPUTER SKILL SET**

Microsoft Windows and Microsoft Office (Outlook, Word, Excel, and PowerPoint)

Closed circuit camera systems and specialized military systems

Automated Fingerprint Identification System (IAFIS) and Biometric Identification System (ABIS)

Scanners, digital image systems, and x-ray devices

**LANGUAGE SKILL SET**

Fluent in Spanish and English in written and verbal communications for business and personal usage.

**SECURITY CLEARANCE INFORMATION**

Current and Active Interim Top Secret Security Clearance – Army CCF (Granting Agency) and OPM (Investigating Agency)