Frank T. Taylor

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**Professional Profile**

I am an experienced professional with exceptional logistics management and analytical skills. My diverse work history has allowed me the opportunity to learn from different industries, both the government and the private sector. With a combination of formal education and practical work experience, I am able to make valuable contributions to any management team I am assigned. My service as a US Army Officer has enhanced my natural leadership abilities and taught me effective management techniques. My experience working in or closely with government service organizations has made me fluent with government policies and procedures. I have been instrumental in developing and implementing standardized policies and procedures both in the government and private sectors that includes FAR, DFAR, and ITAR compliances. I am skilled and certified logistics software such as Defense Property Accounting System, Property Book Unit Supply Enhanced and Gold, Job scope Manufacturing Software, and SAP. I have supported many government clients, to include United States Special Operations Command (USSOCOM), and the Department of Defense. My experience supporting government clients has allowed me to become well versed in government policies and procedures.

**Summary of Experience**

* Over 10 years’ experience in Integrated Logistics Support
* Certifications GOLD, PBUSE, Job scope, DCAM, SAP, Echo-Lan.
* Prioritizes unit resources including time, equipment, money and facilities to accomplish assigned missions and necessary training
* Supervised staff of 80.

**Career History**

**US Army Reserves Fort Gillem, GA September, 2008-Present**

**Rank: Captain**

* Serve as Company Commander of a Medical Logistics Company.
* Conduct disciplinary actions and evaluate personnel needs and develop responsive training programs to enhance personnel readiness.
* Implement training activities and professional development of all assigned personnel which includes 21 individual Military Occupational Specialties.
* Plan and establish priorities; assigns, distributes and reviews work of subordinate unit sections and personnel.
* Ensure that all technical, analytical, and coordinating duties for the Company in accomplishing the overall functions of the unit.
* Responsible for the accountability and maintenance of over twenty million dollars’ worth of installation and organizational property.

**Lockheed Martin Bagram, Afghanistan September 2014 to Present**

**Logistics Management Analyst Senior**

* Develop, analyze and negotiate requirements for direct processing of requisitions and ensure delivery.
* Review and analyze monthly hand receipts, cyclic and sensitive item inventories, due-ins and Purchase Requests, commitments, and approve all request made with Operational Funds and Government Purchase Cards.
* Maintains a master file for property accountability for items procured under1208 authority.
* Responsibility of solving any problems regarding logistical matters experienced by any unit for which they are responsible for.
* Responsible for material management, implementation and operation of supply program, property accountability, stock record control, requirements requisition processing, micro purchases, simplified acquisition, and research/catalog and/or open source publication supply programs.

**Lockheed Martin Bagram, Afghanistan September 2010 to June 2013**

**Logistics Engineer Senior**

* Served as Property Book office for Combined Special Operations Task Force 10.
* Supervise the conduct of Class II, IV and Class VII property 10% inventories monthly.
* Provide direct supervision of organizational supply room operations to include maintenance and distribution of maintain and distribute administrative supply stocks.
* Responsible for directing and supervising the receipt, storage, distribution and issue, disposition and turn in of all equipment major assemblies, and accountable property received at each base. Dollar value of property exceeds $120 million of equipment.
* Research and preparation of requisition documents for supplies and “off-line” requisitions, Supply request documentation, Parts, material and equipment for stock, maintenance and projects, requisitions, Maintain accountability of recoverable items, Supervise the turn-in and maintain records of excess or unserviceable parts and equipment.

**L3 Communications Bagram, Afghanistan June 2009 to September 2010**

**Senior Logistics Specialist II**

* Developed and implement material acquisition plans to ensure that material acquisitions in support of the programs were within the program budgets and schedule constraints.
* Developed and implemented a technical publication for Life Cycle Sustainment Management end items and maintain throughout the life of the end items.
* Perform maintenance tests and provided status reports on all **Command, Control, Communications, Computers, and Intelligence (C4I) to the Original Equipment Manufacturer.**
* Coordinated with LCSM managers and the OEM for the coordination of repair, warranties, and dispositions of the end item that included International ITAR Export Compliance.
* Managed 21 Life Cycle Sustainment Management end items to include Controlled Cryptographic Items.

**L3 Communications Lexington, KY June 2007 to June 2009**

**Item Manger**

* Performed liaison duties between the OEM and the government agency to enforce corrective action concerning shortages, discrepancies and warranty on Life Cycle Sustainment Management end items.
* Established monthly usage by percentage in order to forecast the re-order point for Authorize Stockage Levels for current and upcoming fiscal years.
* Conducted customer site visits to perform maintainability engineering, maintenance and new equipment training support that included International locations.
* Responsible for material management systems, fielding of equipment and modification work orders under the Material Fielding Plan.
* Developed Integrated Logistical Support concepts for communication security equipment and Unmanned Aerial Systems that included metrics for reliability, availability, maintainability, and testability

**Education**

* Bachelor of Arts, History, Eastern Kentucky University, Richmond KY Dec, 2004
* Officer Basic Course , U.S. Army Medical Department Center, San Antonio TX Dec, 2005
* Certificate Officer Representative Course , Defense Acquisition University, Sept, 2010
* Certificate Project Management Professional Global Knowledge , Nov 2012

**Personal**

* Active Top-Secret Security Clearance (Department of Defense).