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| **Summary**  Economics and Financial undergraduate with an interest in compliance and business development processes. As a recent Staff Sergeant, United States Marine Corps, I am efficient, flexible, and productive under pressure. | |
| **Education** | |
| **Bachelor of Arts, Economics**  San Diego State University | December 2019  San Diego, CA |
| **Associate of Arts, General Studies**  Central Texas College | December 2015  Killeen, TX |
| **High School Diploma**  ***Valparaiso High School* (Central Township)** | June 2007  Valparaiso, IN |
| Skills   |  |  |  | | --- | --- | --- | | * Coaching/Counseling | * Analytical Skills | * Logistics | | * Project Planning | * Quality Control Inspector | * Troubleshooting | | * Technical Writing * Microsoft Office | * Military Experience * Technical Support | * Communications | | * Management/Supervision | * Training |  | | |
| Experience | |
| **Communications Chief (2862) (Sep 2016 – Jul 2017)**  **Staff Sergeant**  ***United States Marine Corps* (USMC) Parris Island, SC**   * Serve as Communications Chief for Depot G-6, responsible for the personal, professional, and technical development of the Marines within the platoon. * Manage the installation, maintenance, and operation of all communication assets and systems. * Provide transport for voice and data services as well as secure and non-secure video and voice communication. * Serve as the G-6 Communications Chief, managing the budgeting, inventory, quality control, operations, and plans of the garrison telephone network. Coordinate with Marines and local contractors as required. * Advise the Deputy Director and Director on the best methods of employment of Communications personnel and equipment. * Supervise, develop, and implement communication systems training in accordance with the Training & Readiness manual and Mission Essential Task List.   **Water Safety/Survival Instructor (0918) (Sep 2013 – Jul 2017)**  **Staff Sergeant**  ***United States Marine Corps* (USMC) Parris Island, SC**   * Served as the Physical Training Instructor during two Marine Corps Water Survival Instructor Courses with combined 25 graduating students. * Certified 187 United States Marines in Water Survival * Certified 6873 United States Marine Corps Recruits in Water Survival * Instruct and demonstrate advanced first aid for inherently dangerous aquatic environments to include spinal management and American Red Cross CPR for the professional rescuer. * Certified 249 Marines in American Red Cross CPR/AED/First Aid. * Utilize Marine Corps Training Integrated Management System to record relevant qualifications for Marines and Marine recruits. | |
| **Senior Drill Instructor/Drill Instructor (0911) (Mar 2013 – Jun 2016)**  **Sergeant/Staff Sergeant**  ***United States Marine Corps (USMC)***   * Awarded Navy and Marine Corps Achievement Medal for professional achievement * Manage the conduct of training, health, safety, and welfare of all Marine recruits. * Directed the execution of the training schedule to ensure all training is conducted in accordance with the standards of procedures for United States Marine Corps Recruit Training. * Directed the proper qualification and development of 280 United States Marines. * Mentored and managed the development of seven Marine Corps Drill Instructors resulting in the supervision qualification of three Marine Corps Drill Instructors. * Mentored and guided ten teams through the Marine Corps’ culminating event, the Crucible. * Provide all Marines and recruits the most visible example of professional and personal conduct. * Served as the Team Leader for the Recruit Training Regiment Command Honor Guard | |
| Communications/Electronics Maintenance Chief (2841) (Feb 2010 – Mar 2013)  Corporal/Sergeant  United States Marine Corps (USMC)   * Conduct analysis and courses of action to allow command staff to generate strategic/tactical command and control capabilities. * Coordinated communications assets for 45 combat logistics patrols in direct support of Operation Enduring Freedom March 2012 – July 2012. * Supervised the conduct of 150 limited technical inspections (LTI) while training seven communications Marines in the employment of the Aeroflex 2515N digital test set. * Directed the maintenance management of $3,761,298.00 in communication assets. * Inducted and controlled 48 tactical vehicle installations for Counter-Electronic measures. * Provided instruction and qualified 7 Marines on 20 Marine Corps Institute Examinations. * Earned an advanced promotion on 2 February 2012 from Corporal to Sergeant outperforming over 1000 competing individuals in the Marine Corps’ Western Logistics Region. * Due to distinguished leadership from October 2011 to December 2011, selected as the supervisor of the fourth quarter among 200 qualified supervisors. | |
| Leadership Training   * United States Marine Corps Officer Candidate School (Distinguished Graduate) * United States Marine Corps Drill Instructor School * Sergeant’s Leadership Academy * Corporal’s Leadership Academy (Distinguished Graduate) * Leading Marines Distance Education Program * United States Marine Corps Infantry Combat Training * United States Marine Corps Recruit Training | |
| **Certifications**   * *Marine Corps Instructor Trainer Water Survival* * *Marine Corps Instructor Trainer* * *Black Belt 1st Degree in Marine Corps Martial Arts Program* * *American Red Cross Lifeguard Instructor (Lifeguarding/AED/CPR for Professional Rescuer)* * *Blue Force Tracker Operators Course* * *Ground Communications Organizational Repairers Course*. | |