Brett Jay Packard

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PROFESSIONAL SUMMARY:

An adaptable and eager to perform professional who seeks opportunities to progress and help the team perform. Experienced working closely with several levels of management at once in varied environments, can remain focused on the mission while catering to several needs. Always capable of learning new skills to accomplish tasks. As an individual, possesses the following qualifications and skills:

- Secret Clearance
- Leadership Experience
- Technical Certifications
- Understands Data/Statistics
- Instructional Experience
- Mechanically Inclined
- Ticketing System Experience
- Project Management Experience
- Administrative Skills

EXPERIENCE:

Administration

- Managed records and in/out processing of a small department for over 300 individuals over 2 years.
- Managed personnel, supply, maintenance, publications, training, and equipment software.
- Responsible for maintenance and property records of over $4 million of sensitive equipment & vehicles.
- Use of SAP system in the military for maintenance updates, product reference, and procurement.

Technology

- Managed my own daily workloads in performing break-fix work at large data centers.
- Diagnose, repair, and update work in a large ticketing system.
- Experienced and trained to use, maintain, service, diagnose, and repair multiple pieces of chemical and radiological detection, radio communication, vehicle, and optical equipment.
- Programmed, installed, and serviced MICROS Point of Sale systems across three states in a small team as a project manager.

Leadership

- Frequent oversight of operations of small teams at tasks such as records keeping, fitness, and labor.
- Prepared and instructed groups from 2-60 personnel on equipment and procedures monthly or more.
- Prepared and distributed knowledge base documents as an SME on specific technical problems.

Communication

- Within a team, partnered with a new technician to replace and sanitize 1,665 hard drives out of 30,000.
- Regularly communicated with and worked directly with leadership and command at several levels.
- Wrote official memorandums, statements, and procedures on a weekly basis.

EMPLOYMENT HISTORY:

- Data Center Technician, Amazon, Umatilla, OR, 2018-2019
- Infantryman, CBRN Manager, United States Army, 2015-2018
- Project Manager, Spark Solutions Group, Salt Lake City, UT, 2014

EDUCATION and CERTIFICATION:

- Enrolled for Code Fellows Software Development courses, Seattle, WA, 2019-2020
- CompTIA A+, CompTIA Network+, CompTIA Linux+, CompTIA Server+, 2018
- PADI Divemaster, 2018
- CBRN Officer Operations, US Army, 80 hours, 2017
- DTMS Software Manager, US Army, 40 hours, 2016
- Infantry Basic Training, US Army, 14 weeks, 2015

ACCOMPLISHMENTS:

- Army Commendation Medal, Exceptional performance at duties contributing to high unit success.
- Recognition for volunteer work with local Washington community sporting events.