

Phillip C. Trainor

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Summary

Results-oriented problem solver with 10+ years of experience leading complex projects and programs in high-pressure, dynamic environments within the United States Navy. Proven ability to manage multi-million-dollar budgets, mitigate risks, and deliver projects on time and within scope. Expertise in leading large teams, fostering stakeholder relationships, and driving operational efficiency. Seeking to leverage my expertise in program and project management to contribute to a challenging and rewarding role in the technology sector.

Project Management Experience

United States Navy | Various Locations | May 2014 – Mar 2024 (10+ Years)

- **Safety Officer, USS BOXER (LHD-4)** | Mar 2023 – Jan 2024
 - **Program Management:** Led a portfolio of 18 safety programs, managing an 80-member team to ensure compliance with Navy safety regulations and achieve a 99.5% operational readiness rate. Contributed to the USS BOXER earning the prestigious Battle Effectiveness Award and the Green "H" award for Force Health and Wellness, demonstrating operational excellence and a commitment to the health and well-being of the crew.
 - **Risk Management:** Developed and presented key performance indicators (KPIs) and trend analysis reports to senior leadership, influencing strategic safety decisions and securing funding for critical safety improvement initiatives.
 - **Stakeholder Management:** Developed and presented key performance indicators (KPIs) and trend analysis reports to senior leadership, influencing strategic safety decisions and securing funding for critical safety improvement initiatives.
- **Executive Assistant/Budget Officer, International Programs, USNA** | Sep 2020 – Mar 2023
 - **Program and Budget Management:** Managed a \$5M+ annual budget and oversaw the successful execution of 150 international programs for 800+ students, consistently delivering programs within budget and exceeding participation targets by 15%. **This included managing four program managers responsible for summer program planning, providing performance oversight, and ensuring the successful execution of the entire summer trip program.**
 - **Stakeholder Engagement:** Liaised with international ambassadors and high-ranking foreign officials to establish and maintain strong collaborative relationships, securing continued support and resources for international programs.
 - **Project Leadership:** Led the resumption of international programs post-COVID-19, implementing new risk management and logistical frameworks.

Collaborated with U.S. Embassy officials and foreign attaches to ensure a 100% safe return to program operations.

- **Quality Assurance Officer, Helicopter Sea Combat Squadron (HSC) 23** | Feb 2020 – Aug 2020
 - **Quality Management:** Standardized maintenance practices across 15 helicopters and 8 autonomous aerial vehicles, contributing to 600+ successful flight hours and supporting the squadron's operational readiness for deployment. These efforts contributed to an above-average score in the high 90s on the Maintenance Program Assist (MPA) and Aviation Maintenance Inspection (AMI), demonstrating exceptional quality assurance and operational excellence.
 - **Program Oversight:** Supervised 42 Maintenance Program Managers, ensuring the effective implementation of maintenance schedules and quality control procedures, resulting in a 10% improvement in aircraft availability and contributing to the squadron's outstanding MPA and AMI performance.
- **Detachment Operations Officer, Helicopter Sea Combat Squadron (HSC) 23** | Aug 2019 – Feb 2020
 - **Operations Management:** Coordinated all aircraft operations during deployment in the South China Sea, ensuring 100% mission readiness and the successful completion of all assigned tasks.
 - **Project Execution:** Planned and executed multinational military exercises, demonstrating adaptability in dynamic environments and strengthening international partnerships.
- **U.S. Naval Aviator**
 - Accumulated 800+ flight hours in various aircraft, demonstrating superior operational proficiency, technical expertise, and adherence to strict safety protocols.

Project Highlights

- **Drone Delivery Analytics API:** Developed a RESTful API endpoint using Python/Flask to provide data resources and analytical insights related to commercial drone delivery efficiency, demonstrating skills in API design, data management, and backend development. (GitHub: <https://github.com/pctrainor/Group-4-ISYS-57103>)
- **USS BOXER Safety Program Overhaul:** Led a comprehensive review and update of the ship's safety program documentation, resulting in improved clarity, consistency, and compliance with Navy regulations.
- **USNA International Program Restart Initiative:** Developed and implemented a detailed project plan to safely resume international programs post-COVID-19, incorporating risk assessment, stakeholder communication, and logistical coordination to achieve a successful program relaunch.

- **HSC-23 Maintenance Standardization Project:** Implemented standardized maintenance procedures across multiple aircraft platforms, resulting in improved efficiency, reduced downtime, and enhanced operational readiness.

Education

Sam M. Walton College of Business, University of Arkansas | Master of Information Systems
| Expected May 2025

United States Naval Academy | Bachelor of Science, Information Technology (with Merit) |
2014

- Upsilon Pi Epsilon – International Honor Society (CS & IT)

Licenses & Certifications

- **Project Management Professional (PMP)** – Project Management Institute | Issued Dec 2024 – Expires Dec 2027
- Commercial Pilot License – Federal Aviation Administration

Awards and Commendations

- Navy "E" Ribbon (2024)
- Navy and Marine Corps Commendation Medal (2024)
- Navy and Marine Corps Achievement Medal (2023)

Programming Proficiency

- Proficient in Java, Python, JavaScript, and SQL, enabling full-stack development capabilities and data analysis tasks.

Additional Notes

- **Adaptable and Results-Oriented:** Proven ability to thrive in fast-paced, high-pressure environments.
- **Strong Communicator:** Excellent written and verbal communication skills, with experience briefing senior leadership.
- **Dedicated Team Player:** Committed to fostering a collaborative and supportive work environment