

# **Zachary Smalley**

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## **OBJECTIVE:**

Driven individual with experience in physical fitness, seeking a position as a service member representative

## **PROFESSIONAL SUMMARY**

Experienced leader and problem-solver with a proven ability to lead and adapt to difficult situations. Innovative thinking that leads to new, more efficient ways of completing tasks. Equally capable of working alone or as a member of a team. Determined, organized, and task driven professional with an active TS//SCI United States security clearance. Five years of military experience in operating, managing and keeping accountability of personnel, classified equipment and material. Skills include:

- Leadership Experience
- Management Skills
- Problem Solving
- Technical Skills
- Critical Thinking
- Detail Oriented
- Communication
- Training and Mentoring
- Troubleshooting

## **PROFESSIONAL EXPERIENCE**

### **Leadership and Management**

- Generated, restructured, and supervised six courses that graduated over 100 students with a 90% overall average. This resulted in a higher echelon of unit capabilities.
- Coordinated between junior personnel and senior leadership to procure advanced training and equipment worth over \$300,000.
- Managed and ensured 100% accountability of over 100 pieces of Signals Intelligence equipment worth more than \$2M over the course of one year, resulting in zero loss.

### **Telecommunications**

- Ability to solder, strip, and use a voltmeter, among other things, to perform basic repairs on a wide variety of electronic devices.
- Proven knowledge in Radio Frequency and Antenna Theory by establishing secure communications ranging 2-400 miles.

## **Teaching and Mentorship**

- Acted as a Lead Instructor and Department Training Supervisor, mentoring other peers to implement more constructive teaching methods.
- Mentored team members monthly to develop them professionally in the workplace. This ensured guidelines and policies were outlined and followed, as well as, provided clear objectives to meet each individual's needs.

## **Communication**

- Served as a liaison between junior and senior personnel within the Department.
- Advised senior management on Department funding to improve functionality and productivity.
- Created and maintained standard operating procedures for training and certification of deploying detachments.

## **EMPLOYMENT HISTORY**

### **United States Marine Corps, Camp Lejeune, NC, 2013 – 2017**

- Department Training Supervisor (Sergeant), January 2017 - Present
- Department Training Member (Corporal/Sergeant), July 2016 - January 2017
- Signals Intelligence Team Leader (Corporal), January 2016 - July 2016
- Signals Intelligence Assistant Team Leader (Corporal), August 2015 - January 2016
- Signals Intelligence Operator/Radio Operator (Lance Corporal), 2013-2015

### **Hannaford Supermarket, Bedford, NH, 2009-2013**

- Front End Supervisor, 2011-2013
- Cashier, 2009-2011