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DIRECTOR / MANAGER OF OPERATIONS – PROJECT MANAGER

Continuous Process Improvement / Multisite Operations / Training & Development / Security / Safety / Budgets / Performance Measurement / Startups / Turnarounds / Leadership Development / Budgets / Global Threat Assessment / Organizational Development / Curriculum Development / Distance Learning / Administration / Compliance / Risk Management / Program Management / Policies & Procedures / Planning / Government & Defense Contracting / Facilities / Construction / Communications / Biometrics / Internal Controls / Ethics & Integrity / Outsourcing / Negotiations / Contract Management / Supplier & Contractor Management

A multitasking leader, I have a proven record of accomplishments in operations, training and development, threat assessment, risk management, safety and security. Versatile and highly adaptable, my contributions are wide ranging and include directing startup of new operations and construction of new facilities, creation of advanced training/leadership programs and force protection improvement initiatives.

Serving as a **Major in the US Army**, I have led a wide variety of successful projects in Saudi Arabia and Afghanistan, as well as domestically. Most recently, beginning in 2018, I have been tapped by the Army Reserve in a contract management capacity to oversee \$100M in training, personnel and other related expenditures and requests.

My other experience includes military science education roles at the **University of Cincinnati** and **Xavier University**, service with **Department of Corrections** for the **State of Washington** and work as an elementary school educator.

At your organization, I could make strong impact by:

- ☐ Directing high-performance day-to-day operations
- ☐ Developing & directing advanced training & testing programs
- ☐ Cultivating promising talent & grooming next generation leaders
- ☐ Delivering complex projects within tight time & budget constraints
- ☐ Designing & leading successful performance improvement initiatives
- ☐ Streamlining processes & systems to maximize productivity & efficiency
- ☐ Forging win-win strategic alliances with senior military & civilian leadership
- ☐ Ensuring safety & security of personnel & facilities in challenging environments
- ☐ Fostering innovation, continuous process improvements & organizational excellence

Others have described me as a natural leader, inspiring motivator, intuitive problem solver and strong communicator. Leading by example, I balance accountability and empowerment to propel individuals and organizations to exceed demanding expectations. Calm under pressure, I thrive in fast-paced, high-pressure environments where failure is not an option.

My education includes an **MBA in Counter Terrorism & Homeland Security** from Northcentral University, **BS in Elementary Education & Teaching** from Walla Walla College and **BA in Radio & Television** from Eastern Washington University.

CAREER HISTORY & SELECTED ACCOMPLISHMENTS

United States Army, 2011-Present. Serving in active duty and reservist roles, attained the rank of **Major (O-4)**. Assignments include:

Contract Management Officer, 2018-present. Tapped to take on an assignment with the Personnel (G1) department of US Army Reserve Command to manage contracts within the continental United States including \$100M annually in personnel requests for training and assignments.

Deputy Director of Operations (G3), 2016-2017. Played a key role in starting up a Military Advisory Group providing security, anti-terrorism training and assistance to the Saudi Arabian Ministry of the Interior in Riyadh. Notable contributions include:

Fast-tracked start up a US Army operation in Saudi Arabia. The US Army needed to stand up a new Military Advisory group to assist the Saudi Ministry of the Interior in building anti-terrorism operations. Handpicked to develop training programs. Assembled teams comprising Rangers, Special Forces, aviation, border guards and English language trainers. Established processes for selecting highly qualified candidates for additional training in the US. Took the unit to full operations in only 90 days, preparing 60+ Saudi personnel for enrollment in US advanced schools.

Revamped operations, improving efficiency 60%. Operations meetings and briefings at the Military Advisory Group in Riyadh, Saudi Arabia were inefficient and excessively time-consuming. Taking over command of operations at the base, standardized and streamlined meeting formats and agendas across ten departments. Consolidated meetings from twice daily to once daily. Eliminated unnecessary redundant preparation time. Freed up personnel at all levels for mission critical tasks.

Increased training & testing productivity 79%. The US Army's Military Assistance group needed to improve readiness of Saudi Arabian military personnel for studying in the US. As part of the reorganization of the program in Riyadh, directed restructuring of English language training programs, consolidating all operations into one location. Working closely with the Saudi Ministry of the Interior, developed new courseware and testing with tight controls to ensure integrity. Successfully put 60+ students through the program in the first six months of FY17 versus 25 students for all of FY16.

Internal Operations Officer in Charge / Commando, Special Operations Advisory Group, 2013-2014. Serving at Camp Morehead, Afghanistan, directed creation of a new Tactical Operations Center and training. Significant accomplishments include:

Instrumental in startup of a new joint forces base. US joint forces needed to stand up a new base in Afghanistan. Serving as Contracting Officer's Representative, collaborating with senior military leadership and local authorities, directed all phases of acquisition, funding and construction for Camp Julian. Reengineered construction projects, enabling completion of 40+ buildings on the two-acre site within the \$12M budget and 30% ahead of schedule.

Reengineered operations, improving safety & security. The Army needed to enhance security at Camp Morehead in Afghanistan. Redesigned the Tactical Operations center, introducing new processes, systems and training. Strengthened and expanded communications and surveillance at the base and surrounding villages. Developed new force protection procedures, including air support, threat response and fire safety. Achieved nine months of 100% incursion-free and injury-free performance.

Deputy Provost Marshal, 2011-2012. Serving at New Kabul Compound, Afghanistan, directed projects to improve safety, security, threat assessment and training. Started up a new Command Tactical Response Team. Contributions include:

Built & trained a tactical response team. Charged with creating Command Tactical Response operation at the new Kabul compound in Afghanistan. Assembled and conducted advanced training for a Quick Reaction Force. Redesigned force protection procedures and exercises, including readiness and response drills for imminent attacks, active shooters, explosions and fires. Strengthened security, achieving base-wide zero-attack performance during the assignment.

Sr. Military Science Instructor, ApexTech / University of Cincinnati / Xavier University, 2014-2017. Developed and conducted military education/skills courses and leadership training for Senior Reserve Officer Training Corps (SROTC) at two leading universities as well as at a Cadet Summer Training program at Fort Knox. Key achievements include:

Directed highly effective leadership development programs. Teaching military science courses for SROTC students at Xavier University, saw an opportunity to groom potential next generation Army leaders. Conducted extensive group and one-on-one mentoring with members of the junior class. In addition to teaching land navigation, planning development and tactics, focused on cultivating broad based leadership skills. Generated a 20-point improvement in the percentage of seniors winning their chosen assignments.

Helped direct the largest ROTC exercise. Serving as Advance Camp Tactics Liaison Officer, participated in planning and execution of the ROTC's Cadet Summer Training, an exercise comprising 10,000 cadre members training 6,500 cadets. Managed intercommunication among command, field units and the Tactical Operations Center. Personally coordinated military police and local law enforcement to ensure the safety of 3,800 cadets and 800 cadres during intensive field exercises, including 7- and 12-mile marches. Successfully completed the program with zero injuries or incidents.

Corrections Officer 2, Washington State Penitentiary, 2000-2011. Recruited to serve at a Level V inmate facility. Contributions include:

Improved correctional officer training & performance. Asked by the Washington State Dept. of Corrections to train new officers at the Corrections Academy in self-defense and inmate restraint procedures, especially handcuffing. Designed and presented classes to demonstrate, develop, practice and test for the necessary skills and techniques. Enabled the first class of trainees to pass tests with 100% first-time success rate.

Earlier: Elementary School Teacher, Walla Walla Public Schools. Achievements include:

Drove a performance turnaround, boosting state test scores. Walla Walla Public School third grade writing tests results missed state targets. Developed curricula to build a variety of writing skills, including grammar, spelling, syntax and thesis statements. Took an at-risk class from failing performance to an 82% average with a numerous students reaching 97th percentile.

EDUCATION, TRAINING & CREDENTIALS

MBA in Counter Terrorism & Homeland Security from Northcentral University.

Bachelor of Science in Elementary Education & Teaching from Walla Walla College.

Bachelor of Arts in Radio & Television from Eastern Washington University.

Other training includes studies in *Ethics, Decision Making, Leadership, Force Management, Army Doctrine, Operations and Planning* at the **US Army US Army Command & General Staff College**, Fort Leavenworth, KS, 2017. Certified as an elementary school teacher in the State of Washington.

PERSONAL

In my spare time, I enjoy serving as a soccer referee at levels up to junior college.