

OPERATIONS MANGEMENT | SUPPLY & LOGISTICS | BUSINESS ACUMEN

Senior Operations Management Professional and Military Veteran with an Active Top-Secret SCI Security Clearance leveraging 20 years as a proven leader and manager able to multi-task missions, projects, and programs, placing the right personnel and resources as needed to meet internal and external requirements. Possess a comprehensive background in operations management, program analysis, logistics, strategic planning, process improvement, resource management, team building, problem-solving, and cross-functional leadership derived from conducting domestic and global operations. Proven ability to combine vision, ingenuity, and strong business acumen with well-developed project management and leadership qualities to support organizational effectiveness, reach, and overall expansion. Managed risk upon multiple lines to protect assets, property, and equipment valued at over \$125M while meeting the expectations of senior leadership. Career supported by operational experience, subject matter expertise, and a Bachelor's Degree in Operations Management.

- Process Improvement
- Risk Mitigation
- Data Analysis
- Quality Control | Assurance
- Training | Development
- Policy Implementation
- Supply Chain Management
- Organization | Communication
- Cross-Functional Leadership

KEY HIGHLIGHTS

Project Management and Leadership – Proven track record for leading multi-dimensional teams in high-pressure, high-tempo environments, producing deliverables on schedule and within required parameters. Created plans by adapting technology and best practices that aligned with the scope and vision of the organization to promote schedule, budget, and task completion.

Operations Management – Served as Subject Matter Expert in operations and project management and spearheaded projects to improve standard operating procedures. Exceptional cross-functional partner, consensus builder, and thought leader in driving transformation and scaling operations; reputation for establishing cultures of excellence and inspiring diversified groups.

Training and Development – A versatile and innovative management individual who is skilled at seeing the “big picture” while able to focus on the details throughout the entire process. Demonstrated ability to assimilate to new ideas, concepts, methods, and technologies. Dedicated and innovative team builder with a superior work ethic.

PROFESSIONAL EXPERIENCE

United States Army | Various Locations

2001 – 2021

Supply Manager

- Led and managed the aviation logistics department consisting of 16 personnel; ensured all daily functions of aircraft repair parts and supply were completed
- Managed \$57M of aircraft repair parts for eight years over multiple locations; maintained an accurate inventory of all parts to improve operational efficiency
- Oversaw all administrative functions and ensured the health, welfare, and morale of the unit; maintained communication with senior leadership involving all personnel issues and concerns
- Trained 150 personnel as the Hazardous Waste Coordinator; ensured proper knowledge and adherence to policies and procedures
- Maintained 5 contracts valued at over \$20M; collaborated on the review of project results, relevant documents, and reports, to identify problems, recommend and track progress on corrective actions

Aviation Warehouse Manager

- Led, mentored, and trained 20 military and civilian team members on warehouse procedures for over 30,000 parts and equipment worth \$33M with a consistent no-loss record
- Directed deployment of logistical forward support packages; maintained 100% accountability and serviceability of all assigned equipment over \$18M
- Led over seven logistical operations including combined Marine Corps, Air Force, and Navy aviation elements; awarded the Joint Service Commendation Medal by senior leaders for superior performance

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- Built a comprehensive Warehouse operations training program for new team members that reduced qualification time from 6 to 3 months and reduced maintenance team wait times by 35%
- Assessed project risk, identified the root cause for project failures, developed risk management plans, implemented corrective actions to meet productivity, and client satisfaction goals and objectives

Supply Specialist

- Established and maintained stock and other records; established and maintained automated and manual accounting records, post receipts, and turn-ins for a fleet of 30 helicopters
- Reviewed and verified quantities received against shipping documents; prepared and maintained records on equipment usage, operation, maintenance, modification, and calibration during a 12-month deployment
- Processed inventories, surveys, and warehousing documents; prepared, annotated, and distributed shipping documents; performed accounting and sales functions in self-service supply
- Created and established shop Standard Operating Procedures; kept the office synchronized and operating efficiently for mission readiness

EDUCATION

Master of Business Administration, Concentration in Operations and Supply Chain Management | Southern New Hampshire University | Anticipated September 2023
Bachelor of Science in Operations Management | Southern New Hampshire University | 2022
Associates of General Studies | Central Texas Community College | 2016

CERTIFICATIONS | SPECIALIZED MILITARY TRAINING

Emotional Intelligence | American Institute of CPAs | 2022
Time Management | American Institute of CPAs | 2022
Leading vs. Managing | American Institute of CPAs | 2022
Master Leaders Course | 2019
SERE 400 | 2017
Safety Officer Course | 2015
Demonstrated Senior Logistician | International Society of Logistics (SOLE) | 2012
Lean Six Sigma-Green Belt | 2010
Army Armor Course | 2004

NOTABLE AWARDS

Meritorious Service Medal (2)
Joint Service Commendation Medal
Army Commendation Medal (5)
Military Outstanding Volunteer Service Award

TECHNICAL SKILLS

Software: Microsoft Office, SharePoint
Operating Systems: Mac / Microsoft Windows