

KacyAnn Campbell
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PROFESSIONAL SUMMARY

Served as an Aviation Maintenance Data Specialist over three years of notable professional experience in System Ad Aviation Maintenance Data Specialist ministration and Data Analysis. Knowledgeable on completing inspections, reading technical documentation, and installing new carded components in logbooks and Omma. Qualified with signature authority I-level and O-level. Strengths in critical thinking and problem solving have helped prove abilities to analyze trends, conduct data collection, and effectively lead teams. I am looking to transition from a military career to a civilian career.

Career Experiences

- Leadership
- Data Analysis
- Proficiencies
- Training and Development
- Policy Implementation
- Specialties
- Communication
- Microsoft Office Suite

PROFESSIONAL EXPERIENCE

Aviation Maintenance Data Specialist – Marine Corps Air Station Kaneohe Bay and Marine Corps Air Station New River

2020 – Present

Experience

- Logs and records clerk/supervisor for US Marine Corps H-1 aircraft, Compiled aircraft maintenance reports on a daily basis that included data for 100+ aircraft.
- Provided direct intermediate level support for 6 aircraft maintenance organizations, each containing on average 20+ aircraft.
- Documented 500+ logs and records entries, maintained engine logbooks, completed inspections and kept engine logbook information up to date.
- Received, inducted, transferred, and issued engines and engine logbooks to the squadrons of MALS 29,26,24, and US Marine squadrons.
- Performs Phase (Hourly) inspections of aircraft as directed by Work Cards.

- Proficient in the Maintenance Publications Management System and improvement process and be familiar with Time Compliance Technical Orders.
- Compiled aircraft maintenance reports on a daily basis that included data for 100+ aircraft.
- Provided direct intermediate level support for aircraft maintenance organizations, each containing on average 20+ aircraft.
- Created and managed more than 800 user accounts with assigned permissions.
- Created ad-hoc processes and custom reports.
- Administrator and Data Analyst of the NTCSS Desktop Client and NALCOMIS OOMA systems in support of MAG 29, 26, 24 and MALS 29, 26, 24 and HMLA-167, 367 Tracked and maintained US Navy and Marine Corps aircraft.
- Performed application updates/installs and distributed technical training to other divisions.

EDUCATION

Bachelor of Arts Political Science
Southern New Hampshire University

Present

NOTABLE AWARDS

Marine Corps Certificate of Commendation (1)

TECHNICAL SKILLS

Software: Microsoft Office, SharePoint

Operating Systems: Mac / Microsoft Windows

Skills & Abilities: Problem Solving Database, Management Critical thinking, Networking and Troubleshooting Fast Learning

QUALIFICATIONS

- I-LEVEL signature authority
- O-LEVEL signature authority
- Active Secret Clearance
- Configuration Management
- Lean Six Sigma Yellow Belt Certification

