

JOHN DOE

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MANAGEMENT: Operations, Programs, Projects

Operational management professional driving secure military communications in international settings and pioneering new developments in electronic and technological applications. Military officer with civilian background in loss prevention, cost accounting, and operational management. Network administrator and telecom engineer with extensive experience in information security.

Core Competencies

Project Management • Team Leadership • Telecommunications & Network Administration
Information Security • Policy Development • Secure Encryption • Risk Mitigation
Cash Flow Oversight • Lean Management • Threat Analysis • IT Automation

PROFESSIONAL EXPERIENCE

US ARMY RESERVE, 624th ENGINEER BATTALION, Iraq / Tennessee **2008 – Present**

Combat tactical engineering unit with over 1,000 soldiers that partners with national counterparts to restore infrastructure throughout Iraq.

Battalion Communications Officer

Ensure continuous, secure, multi-channel communication spanning over 2,000 miles of challenging terrain. Lead two separate staff divisions of 20+ personnel each, to manage the communication encryption that protects national security and Armed Forces tactical security. As network administrator, secure connectivity and functionality of devices including GPS, computer networks, telecommunications, satellite, and radio for cross-functional units in all land-based Armed Services.

- Accelerated completion of 5 network projects in 11% of the time allotted (180-day task completed in 20 days).
- Deployed Black Key COMSEC encryption in Iraq, streamlining secure tactical communication.
- Established the first battalion-wide encrypted GPS capability in Iraq.
- Maintained an equipment cache worth more than \$5.1 million, including over 2,000 devices.
- Led soldiers into combat, identifying and defeating improvised explosive devices (IEDs).

Electronic Warfare Officer

Direct a team of 20+ soldiers in satellite locations to drive the counter-IED systems. Ensure operational effectiveness, regular maintenance, and routine upgrades for hundreds of mission-critical devices. Monitor and analyze enemy's network, developing counter tactics and policies. Provide leadership in combat, guiding personnel in uncompromised strategic operations.

- Routinely upgraded over 250 counter-IED devices in less than 48 hours for tactical advantage.
- Introduced the ground-breaking Calilgo counter-IED system at record speed, saving the lives of soldiers and reducing equipment loss.
- Achieved a zero IED-related casualty rate in a unit of 1,000+ soldiers destroying explosive devices across Iraq over a long-term deployment.
- Hand-selected for role typically assigned to senior officers.

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HOLLISTER CO., Knoxville, Tennessee

2008

Apparel retail store with 120+ employees and daily revenues up to \$200,000.

Store Manager

Hired and trained all employees, managing payroll, productivity, and employee scheduling for over 120 staff. Balanced accounts with over \$30,000 in cash each day. Controlled \$500,000 store-wide merchandise inventories, optimizing assets and resources. Audited daily sales and expenditures, monitoring loss prevention.

- Dropped shrink rate by 68% saving the company an average of \$80,000 per month.
- Reorganized scheduling processes to optimize employee productivity, allowing the store to return unused work hours to corporate headquarters and saving tens of thousands of dollars.
- Left position to fulfill military commitment for Iraq deployment.

EDUCATION

Master of Business Administration Candidate

Liberty University, Lynchburg, Virginia

Bachelor of Science in Political Science

University of Tennessee, Knoxville, Tennessee

MILITARY TRAINING & CREDENTIALS

Current Department of Defense Secret Security Clearance

US Army Officer Basic Course
US Army Signal Staff Course
US Army Electronic Warfare Course

LANGUAGES

Bilingual fluency in English & French

TECHNICAL SKILLS

Frequency & Spectrum Management, Network/Server Administration, Satellite Communications, Global Positioning Systems, Telecommunications Networks, Electronic Warfare & Defense, Device Encryption, Black Key COMSEC, Microsoft Office, XP, 2003, 2007