

# FUNCTIONAL RÉSUMÉ

## CLIENT NAME

Address ♦ City, State Zip ♦ Phone Number ♦ Email Address

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## SENIOR SECURITY MANAGER / OPERATIONS MANAGER

OVER 15+ YEARS OF TRANSFERRABLE EXPERIENCE

Active TS/SCI Security Clearance

Innovative and resourceful Intelligence leader with expertise supporting national/international large-scale security operations. Provide leadership vision and direction in the areas of antiterrorism, force protection, and information security. Designed strategic action plans, drafted policies and procedures, and oversaw execution to meet U.S. Army and Department of Defense directives. Proven ability to identify substandard security programs and quickly bring them into strict compliance. Develop and leverage new joint partnerships, and collaborated with international, federal, state, and local stakeholders to improve access to vital information.

## ADDITIONAL STRENGTHS AND COMPETENCIES

Operations Management ♦ Intelligence ♦ Security Assessment  
Leadership ♦ Training ♦ Planning ♦ Homeland Security ♦ Security Administration  
Process Improvement ♦ Resource Allocation ♦ Administration ♦ Research ♦ Complex Problem Solving

## PERFORMANCE HIGHLIGHTS

- **PERSONNEL SECURITY:** Provided workable and proven solutions to protect personnel and property in various operating environments. Researched various databases and programs to obtain personnel security and other pertinent information. Demonstrated strong analytical abilities with attention to detail and ability to work effectively and efficiently in a fast-paced environment.
- **PHYSICAL SECURITY:** Implemented measures to maintain optimal security for personnel and property. Performed security assessments, identified risk exposures, and provided counsel to customers on security policy and practices resulted in zero security breaches to include data, equipment, and classified documents.
- **RESEARCH & ANALYSIS:** Researched, analyzed, and resolved complex intelligence requirements, planning and policy issues involving support to the warfighter. Conducted assessments, studies, and reviews of programs and activities that directly and indirectly support military operations and provided options and recommendations for identified shortfalls and deficiencies.
- **RISK MANAGEMENT:** Executed security and risk assessments and mitigation strategies; developed and planned hundreds of security assessments for a wide variety of environments, and suggested policy opportunities, mitigation strategies and security countermeasures. Collaborated with wide number of intelligence and security providers to ensure adequate protection for soldiers.

## PROFESSIONAL WORK HISTORY

UNITED STATES ARMY, VARIOUS GLOBAL LOCATIONS

*Intelligence Operations Senior Manager (2008–Present)*

*Intelligence Surveillance and Reconnaissance (ISR) Integration Manager (2005–2007)*

*Intelligence Analyst (2002–2005)*

## EDUCATION AND PROFESSIONAL DEVELOPMENT

Summit University, **Bachelor of Science**, Military Science, New Orleans, LA, 06/2004