

**ADAM ASHLEY**

Cumming, Georgia |

**EXPERIENCE**

Forsyth County Animal Services

**Animal Services Officer**

**November 2018- Present**

- Respond to and investigate calls
- Patrol County to ensure compliance with codes
- Write warnings and citations
- Attend and participate in court proceedings
- Write reports on calls
- Interact with the public in delicate situations

Forsyth County Sheriff's Office Cumming, Georgia

**Deputy Sheriff**

**July 2017-November 2018**

- Ensure safety and security of the Jail Facility.
- Screen individuals into the Jail Facility.
- Patrol the interior and exterior of the Jail and Courthouse Facility.
- Move inmates around the Jail Facility.
- Search and inspect cells and Jail Facility.
- Investigate animal related violations of law.
- Patrol the county to ensure adherence to laws.
- Produce reports on specific incidents.

Trigger Time Indoor Gun Range Flowery Branch, Georgia

**Range Safety Officer**

**January 2017-Present**

- Ensure safety of individuals on the range.
- Give assistance to individuals learning to shoot.
- Clean and provide simple maintenance on firearms.
- Sell firearms and ensure all laws and regulations are followed.
- Run register and ensure every individual on the range understands the rules.

Georgia Army National Guard

**Horizontal Construction Engineer**

**October 2015-Present**

- Completed Army Basic Combat Training.
- Summer 2016 877<sup>th</sup> ECC August, Ga
- Completed the Army Basic Leadership Course.
- Trained on various types of heavy equipment.
- Lead small teams on work sites and in the field.
- Act as range safety and assist with tips to qualify.
- Run ammunition point as well as prepare magazines.
- Instructed others on basic rifle marksmanship.
- September 2019 Promoted to Sergeant
- October 2019 165<sup>th</sup> QM (ADS) Dobbins ARB, Ga

Target Retail Store Buford, Georgia

**July 2015-December 2015**

**Lead FDC Team Member**

- In charge of unloading and storing time sensitive food from refrigerated truck.
- Supervise team member assisting with the unloading and stocking process
- Push food to floor locations and maintain freshness.
- Backstock excess food to appropriate locations and temperatures.
- Assist guests with food related questions.
- Order and manage produce and meat stock.
- Operate backroom equipment.

Target Retail Store Buford, Georgia

**November 2014-July 2017**

**Sales Floor Team Member**

- Provided assistance to guests in person and on the phone.
- Maintained hardlines area of the sales floor.
- Trained as a cashier.
- Stocked sales floor with products from the back room.
- Cross-trained throughout store to provide better assistance to the company.
- Trained new hardlines employees

ENODO Global, Alexandria, Virginia

**Risk Management Consultant**

**July 2014-July 2015**

- Wrote an analytical report detailing the background and potential risks of Nouadhibou, Mauritania.
- Reviewed other individuals' reports and provided feedback on the subject matter.

Strictly German, Braselton, Georgia

**Seasonal Car Parts Reclamation and Sales**

**Summer 2013**

- Reorganized the structure of the online sales business.
- Sold parts both online and in person.
- Stripped parts off of wrecked cars for the mechanic shop.

University of West Georgia Anthropology Department, Carrollton, Georgia

**Student Research Assistant**

**Fall 2011-Spring 2012**

- Took data from a professor's field notes and made them into a spreadsheet. The data was representative of the skeletal remains of individuals from Xaagá in the Oaxaca Valley of Mexico; this data was used in a report about the Human Skeletons from Xaagá.
- Produced original research on a dig site, this led to a possible new method for physical anthropology that translated bone damage and degradation into numerical data.

University of West Georgia Anthropology Department, Carrollton, Georgia

**Archaeological Field Technician**

**Summer 2011**

Spent seven weeks working on an archaeological dig in Holy Trinity, Alabama.

- Surveyed and plotted points using a total station.
- Excavated where it was known there would be artifacts.
- Bagged and dated the artifacts during the day and cleaned the artifacts at night.
- Used ground penetrating radar equipment as a part of the surveying. This work qualified me to be able to work as a field technician on archaeological digs.

Ron's Handyman Service, Sugarloaf, Georgia

**Laborer**

**Summer 2010**

- Roof construction, landscaping, floor installation, demolition and disposal.

COMPUTER PROGRAMS

- Microsoft Office
- Sunguard JMS
- Power DMS
- Google Docs

EDUCATION

The University of West Georgia, Carrollton, Georgia

**B.S. Anthropology**

**Fall 2009- Spring 2014**

Honors: Deans List

**B.S. Political Science**

**Spring 2012- Spring 2014**

Honors: Deans List

GPA: 3.18

**USCCA Certified Instructor Course**

**August 2018**

MEMBERSHIPS

Boy Scouts of America

**1996- present**

Venture Scouts of America

**2010- present**

AWARDS

The Georgia Commendation Medal

**Summer 2019**

The Georgia Commendation Medal

**Fall 2018**

National Conference on Undergraduate Research Presenter

**Spring 2014**

HOPE scholarship

**Fall 2009 – Fall 2013**

Student Research Assistant Recognition

**Spring 2012**

VOLUNTEER EXPERIENCE

Amigos for Christ mission trip, Northwestern Nicaragua

**Outreach Team Member**

**Summer 2013**

Traveled to remote villages in Northwestern Nicaragua installing village-wide clean water systems and exploring further needs through talks with village elders.

Pueblo Pintado Mission Trip, Pueblo Pintado, New Mexico

**Sports Camp Volunteer**

**Summer 2009 and 2011**

Guided Navajo teens in the playing of different sports.

Pueblo Pintado Mission Trip, Pueblo Pintado, New Mexico

**Construction Crew Volunteer**

**Summer 2010**

Interior and exterior construction projects as well as exploring the need for further construction within the community.

REFERENCES UPON REQUEST

**ANTOINETTE GASTON, PH.D., MBA**

████████████████████  
Roswell, Georgia 30076  
████████████████████  
████████████████████

---

## PROFILE

- Proven leadership and management of the activities of multiple projects, project timelines, targets and metrics.
- Excellent academic credentials, reputation of unparalleled integrity and commitment to maintaining project objectives, and proven expertise in team leadership.
- Display of a collaborative work ethic and ability to drive cohesive efforts among all levels of the organizational team, as well as project management.
- Excellent project and standard operating procedures design, development, and implementation skills.

---

## EDUCATION

**MBA, (Concentration in Business in Healthcare and Entrepreneurship), May 2018**  
Goizueta Business School, Emory University, Atlanta, Georgia

**Ph.D. in Biological Sciences (Concentration in Microbiology/Molecular Biology), May 2010**  
Tennessee State University, Nashville, Tennessee

**M.S. in Biological Sciences, (Concentration in Microbiology/Molecular Biology), August 2004**  
Tennessee State University, Nashville, Tennessee

**B.S. in Biology, (Concentration in Animal Physiology), December 1999**  
University of Akron, Akron, Ohio

---

## PROFESSIONAL EXPERIENCE

**Reveal Diagnostics, Atlanta, GA, June 2019-Present**  
**Cofounder/Chief Operating Officer**

- Provide organizational leadership for organizational strategy and business development
- Manage the day to day operations of the organization
- Manage and ensure operations, strategic plan and organizational obligations are within budget
- Build and maintain constructive, professional relationships with community members, leaders and organizational decision makers
- Serve as spokesperson for the organization at public engagements, private speaking events and with the media

**Freshh Face Cosmetics and Skincare, Alpharetta, GA, March 2017-Present**

**Chief Scientific Officer**

- Provide organizational leadership for the research and development of new products
- Develop new product formulations
- Train and educate staff and clients on the use and functionality of the company's products
- Develop and manage company manufacturing and product development budgets
- Identify industry tradeshow and marketing opportunities for the brand
- Identify target markets for products

**Center for Spine and Pain Medicine, Dalton, GA, March 2015-March 2018**

**Laboratory Director**

- Development and validation of laboratory testing methods in accordance with FDA and CLIA guidance.
- Establish and maintain long term business relationship with vendors.
- Create and implement all strategies, policies, procedures, SOPs, Safety and best practices needed to support the optimal performance of the laboratory facility.
- Ensure compliance with organizational as well as government regulations in respect to HIPAA Privacy Rule and Patient Consent; auditing and development of testing systems to ensure facility is CLIA, COLA, GLP and the State of Georgia compliant.

**National Pain Care, Forest Park, GA, March 2015-August 2016**

**Laboratory Director**

- Review and approve all laboratory administrative and operational policies, procedures, SOPs, Safety and best practices needed to support the optimal performance of the laboratory facility.
- Manage laboratory staff and sample processing workflow.
- Ensure compliance with organizational as well as government regulations in respect to HIPAA Privacy Rule and Patient Consent; auditing and development of testing systems to ensure facility is CLIA, COLA, GLP and the State of Georgia compliant.

**ANRIAL Labs LLC, Roswell, GA, May 2014-August 2016**

**Laboratory Director**

- Design laboratory layout and build out; select and purchase laboratory equipment, software and supplies; establish long term business relationship with vendors. .
- Create and implement all strategies, policies, procedures, SOPs, Safety and best practices needed to support the optimal performance of the laboratory facility.
- Review and manage laboratory results for final reporting, provide clients with detailed descriptions/consult of testing methods and results as needed.
- Ensure compliance with organizational as well as government regulations in respect to HIPAA Privacy Rule and Patient Consent; auditing and development of testing systems to ensure facility is CLIA, COLA, CAP, JCO, GLP and the State of Georgia compliant.

**Pain Solutions Treatment Centers, Marietta, GA, July 2013-September 2014**

**Clinical Lab Director**

- Design IA/LCMS laboratory layout and build out; select and purchase laboratory equipment, software and supplies; establish long term business relationship with vendors and potential clients.
- Create and implement all strategies, policies, procedures, SOPs, Safety and best practices needed to support the optimal performance of the laboratory facility.

- Review and manage patient laboratory results for final reporting, provide providers with detailed descriptions of testing methods and results.
- Provide consults and education trainings to health providers and patients to explain test results for toxicology (LCMS and IA), PGX and routine chemistry panel testing.
- Ensure compliance with organizational as well as government regulations in respect to HIPAA Privacy Rule and Patient Consent; auditing and development of testing systems to ensure facility is CLIA, COLA, GLP and the State of Georgia compliant.
- Perform all operational duties required, including hiring, training, and review/update of patient electronic laboratory records.
- Provide technical support, equipment and method troubleshooting and develop new testing methods and assays.

**Lab Tests Etc., Hendersonville, Tennessee, September 2010–July 2012**

**Lab Director**

- Created and implemented all strategies, policies, procedures, SOPs, Safety and best practices needed to support the optimal performance of the laboratory facility.
- Ensured compliance with organizational as well as government regulations in respect to HIPAA Privacy Rule and Patient Consent.
- Organize and host community events to bring awareness to testing options and provide education on testing services.
- Performed all operational duties required, including hiring, training, and review/update of patient electronic laboratory records.
- Performed auditing and development of testing systems, to ensure the facility is FDA, CLIA and State of Tennessee compliant and technologically advanced.
- Collected and processed biological specimens for laboratory analysis, perform CLIA-waived and toxicology testing, final analysis and report generation of biological and genetic testing.

**ICON Clinical Research, Nashville, Tennessee, September 2007– September 2009**

**Clinical Research Associate**

- Performed in-house monitoring supervision, site visits, query resolution and adverse event reporting of Phase II- Phase III Clinical Trials in adherence to the FDA guidelines and the approved Study Protocol.
- Provided the site staff with protocol deviation and adverse event/adverse drug reaction reporting, with assisted with trial enrollment, collected required trial regulatory documents from the sites and maintained drug accountability and IVRS logs.
- Ensured required FDA regulatory documents were filed, submitted, and approved by the IRB as well as maintained in the Investigator site regulatory binder.

**Orchid Cellmark, Nashville, Tennessee, October 2005 – September 2007**

**CODIS DNA Analyst, Process Coordinator**

- Processed and analyzed DNA samples using the ABI 3100 Sequencer using the Profiler, Identifier and Cofiler PCR amplification products using GeneMapper software.
- Generated daily/weekly sample throughput reports used to measure attainment of laboratory processing metrics.
- Trained laboratory staff to perform organic extractions, sample preparation, high throughput processing.
- Reviewed and updated laboratory SOPs, laboratory training objectives and quality control techniques.

**Aegis Sciences Laboratory, Nashville, Tennessee, November 2003 – May 2005**

**Forensic Special Chemist**

- Performed qualitative and quantitative analysis of extracted substances using the Agilent GC/MSD, Varian GC/ITD, Agilent LCMS/MS, Sciex LCMS systems to determine the identity of the substance.
- Developed Immunoassay (Testosterone ELISA) and GCMS (substance of abuse) methodologies for substance identification.
- Reviewed and updated laboratory SOPs, laboratory training objectives and quality control techniques.

---

**TEACHING EXPERIENCE**

**American InterContinental University, Hoffman Estates, Illinois, 2009 – 2013**

**Associate Professor, Biology and Academic/Professional Success**

- Administration of curriculum via web-based channels, exhibiting remarkable strengths in facilitating classroom discussions, delivery of lectures and revision of course content, materials to ensure student mastery of course concepts.
- Development of academic presentations that assist students in the mastery of the course concepts.
- Provide students with constructive evaluation of individual academic performance.
- Mentoring of student in an effort to ensure academic progress and student retention.

**Tennessee State University, Nashville Tennessee, August 2002 – July 2009**

**Adjunct Instructor, Department of Biological Sciences**

- Instructed students in the basic laboratory skills and course concepts in the areas of general Biology, Microbiology, Immunology, Cell Biology, Molecular Biology Techniques and Anatomy and Physiology.
- Evaluated individual academic performance in respect to mastering course concepts.
- Mentored undergraduate and beginning graduate students to assist in understanding basic laboratory concepts and enhancement of laboratory technical skills.
- Developed laboratory experimental design and protocols in accordance with course objectives.
- Maintained laboratory inventory and ordered supplies.

---

**COMPUTER/SOFTWARE SKILLS**

Microsoft Office Suite (Outlook, Access, Excel, PowerPoint, Publisher, Word), Adobe Acrobat 9 Pro, Lotus Notes, Citrix

---

**MEMBERSHIPS /CERTIFICATIONS/LICENSES**

American Society for Microbiology 2002

Beta Kappa Chi, Honor Society, 2007

American Management Association, 2007

Toastmasters, 2010

American Association for Clinical Chemistry, 2013

National Registry of Clinical Chemistry, 2014, Registrant # 3976

State of Georgia Clinical Laboratory Director, 2014, License # 14011

Tennessee State University Biology Department Advisory Board, Member, 2017-Present

---

**REFERENCES**

Available upon request

**Arwena W. Jones**

[REDACTED]  
Albany, GA 31707  
[REDACTED]  
[REDACTED]

**Objective:** An interesting position with a growing company

**Experience:** Mars Chocolate North America Albany, GA  
**Production/Machine Operator** February 23, 1999 to March 31, 2011

- Responsible for properly and safely operating machinery with proficiency.
- Emphasis in adhering to all OSHA Standards at all times.
- Knowledge of production requirements and specifications.
- Comfortable in insuring all regulations and rules concerning safety were enforced.
- Exercise guidance and training for inexperienced co-workers.
- Experienced in properly packaging all quality products to be sent to shipping. Lab Technician
- Knowledgeable in inspecting candy for quality and grading.
- Strength in meeting all production quotes in a timely manner.
- Ability to work in a fast pace environment while remaining focused.
- Responsible for maintaining a safe and clean work area.
- Capable of standing for long periods of time to complete production deadlines.

Heads Up Beauty Salon Albany, GA 31701  
**Owner/Operator** December 05, 1994 to February 01, 1999

- Administer medications or treatments
- Advise clients or customers
- Apply make-up
- Clean rooms or work areas
- Clean, shape, or polish human nails
- Conduct training for personnel
- Cut or permanently wave hair



- Demonstrate goods or services
- Direct and coordinate activities of workers or staff
- Dress hairpieces according to instructions, samples or sketches
- Dress wigs
- Maintain appointment calendar
- Maintain customer records
- receive customer orders
- Schedule meetings or appointments
- Shave facial hair
- Use barbering techniques
- Use cash registers
- Use creativity to art or design work
- Use hair, cosmetic, or nail care instruments
- Use health or sanitation standards

Palmyra Rehabilitation Center  
**Technician**

Albany, GA  
 January 15, 1988 to January 18, 1990

- Administer treatments
- Assist in administering occupational rehabilitation program
- Assist patient with dressing, undressing, grooming, or bathing
- Clean rooms or work areas
- Construct medical supportive devices
- Demonstrate physical activities
- Encourage patients to participate in activities
- Evaluate patient's skills or capacities
- Follow medical office procedures
- Instruct patient in home programs or basic living skills
- Instruct patient in use of supportive device
- Instruct patients in methods to improve functional activities
- Inventory stock to ensure adequate supplies
- Lift or transport ill or injured patients
- Maintain medical records

- Maintain medical supportive devices
- Maintain therapy equipment
- Monitor patient's condition
- Motivate patients to practice exercises
- Observe patient condition
- Order or purchase supplies, materials, or equipment
- Plan therapy treatment program
- Position patient for therapy
- Prepare patients for tests, therapy, or treatments
- Repair medical supportive devices
- Report information to supervisor verbally
- Schedule meetings or appointments
- Take vital signs
- Use massage therapy procedures
- Work with persons with mental disabilities or illnesses

**Firestone Tire & Rubber Co.**  
**Clerk**

Albany, GA  
June 6, 1981 to June 1, 1985

- adjust production equipment/machinery setup
- analyze operational or management reports or records
- Assign work to staff or employees
- Communicate technical information
- Compute production, construction, or installation specifications
- Conduct or attend staff meetings
- Confer with other departmental heads to coordinate activities
- Consult with managerial or supervisory personnel
- Coordinate production materials, activities or processes
- Demonstrate or explain assembly or use of equipment
- Determine factors affecting production processes
- Develop maintenance schedules
- Direct and coordinate activities of workers or staff
- Establish employee performance standards
- Estimate materials or labor requirements
- Examine products or work to verify conformance to specifications

- Explain rules, policies or regulations
- Explain work orders, specifications, or work techniques to workers
- Maintain file of job openings
- Maintain inventory of office equipment or furniture
- Maintain job descriptions
- Maintain production or work records
- Maintain records, reports, or files
- Manage inventories or supplies
- Modify work procedures or processes to meet deadlines
- Monitor production machinery/equipment operation to detect problems
- Monitor worker performance
- Motivate workers to achieve work goals
- Orient new employees
- Oversee work progress to verify safety or conformance to standards
- Prepare or maintain employee records
- Prepare reports
- Read blueprints
- Read technical drawings
- Read work order, instructions, formulas, or processing charts
- Recommend improvements to work methods or procedures
- Requisition stock, materials, supplies or equipment
- Resolve or assist workers to resolve work problems
- Resolve personnel problems or grievances
- Schedule activities, classes, or events
- Schedule employee work hours
- Set up production equipment or machinery
- Understand second language
- Understand technical operating, service or repair manuals
- Use oral or written communication techniques

Eckerd's Drugs  
**Clerk/ Cashier**

Albany, GA  
 October 3, 1979 to April 18, 1982

- Answer customer or public inquiries
- Assign work to staff or employees

- Authorize credit charges
- Balance cash register
- Calculate monetary exchange
- Compute financial data
- Fill money changers in vending machines
- Greet customers, guests, visitors, or passengers
- Maintain records, reports, or files
- Measure, weigh, or count products or materials
- Monitor currency, coin, or checks in cash drawer
- Monitor operations to verify conformance to standards
- Operate business machines
- Operate scanner
- Prepare bank deposits
- Price merchandise
- Process returned merchandise
- Provide customer service
- Receive or disburse cash related to payments received
- Resolve customer or public complaints
- Sell products or services
- Stock or organize goods
- Use cash registers
- Use computers to enter, access or retrieve data
- Wrap products

United State Army (civilian)  
**Clerk/ Recreation Aid**

Bamberg, Germany  
 May 14, 1976 to June 8, 1979

- Adapt activities to meet participant needs
- Adhere to safety procedures
- Complete time or attendance forms
- Conduct or attend staff meetings
- Coordinate recreational activities
- Demonstrate physical activities
- Determine customer needs
- Direct and coordinate activities of workers or staff

- Encourage group participation
- Enforce laws, ordinances, or regulations
- Evaluate performance of employees or contract personnel
- Follow sport rules or techniques
- Greet customers, guests, visitors, or passengers
- Lead indoor or outdoor games
- Lead recreational activities
- Maintain relationships with agency personnel or community organizations
- Make presentations
- Motivate team members to excel
- Provide customer service
- Resolve behavioral or academic problems
- Schedule facility or property maintenance
- Schedule guest recreational activities
- Schedule or contract meeting facilities
- Teach sports rules or techniques
- Use conflict resolution techniques
- Use facility management techniques
- Use first aid procedures
- Use interpersonal communication techniques
- Use oral or written communication techniques
- Use teaching techniques

<b>Education:</b>	Albany Technical College <b>Certified Quality Specialist (Green Belt)</b>	Albany, GA 2011
	Darton College <b>Associate of Business Administration</b>	Albany, GA 2000
	Albany Technical College <b>Aircraft Assembler and Certification/Cosmetology</b>	Albany, GA 1997
	Albany State University <b>Social Work</b>	Albany, GA 2015



# **Brett Ogburn**

---



**Professional Summary** Currently a Helicopter Pilot with over 30 years of experience as a military pilot and Part 135 EMS Helicopter Pilot. I am a U.S Army certified Flight Instructor. I also have experience as an Aviation safety manager and pilot supervisor. Current FAA Class 2 medical and FAA Commercial/ Instrument Helicopter ratings.

**Aircraft type and Flight Hours** Rotary Wing: UH1-1530TT, BH407-120TT, B206B3- L4 800TT, AH64-430TT, AH-1,370TT, OH58-40 TT Helicopter BK117- 10TT Instrument 120TT, Simulator- 350TT, Military Instructor TT-510, Night Unaided-300TT, NVG/FLIR TT-300, PIC- 3400TT, SIC-200TT, Fixed Wing C-172-12TT

## **Professional Experience**

*Apollo Med Flight- Amarillo Texas:* September 2018- March 2019- EMS part 135 Helicopter Pilot responsible for safe and efficient transport of passengers and patients in day/night operations.

*Survival Flight- Batesville Aransas:* January 2018- August 2018- Part 135 EMS Helicopter Pilot

*S&S Technical- Alpharetta Georgia:* May 2017- January 2018- Quality Control Manger in a manufacturing firm specializing in gas transfer technology and engineering development. Provided oversight and compliance in OSHA program and manufacturing processes.

*Chemair- Ft Stewart Georgia:* January 2017- May 2017- Helicopter pilot flying prescribed burning Department of Defense Forestry Contract.

*Air Evac Lifeteam- Southeast USA:* November 2009-January 2017- EMS Helicopter Pilot flying part 135 Operations

*ERA Helicopters- Lake Charles, Louisiana:* July 2009- November 2009- Flight Safety coordinator assisting in managing an Aviation and Ground safety for a part 135 helicopter company.

*U.S Army- Worldwide:* March 1986- July 2009- US Army Aviation Officer, responsible for managing numerous technical and human resources during peacetime and wartime conditions. Served as an Instructor pilot and Aviation Safety and Maintenance manager.

## **Education**

- Bachelor of Science degree at Kennesaw State University, Marietta Georgia- 1985

-US Army Aviation Schools- Warrant Officer Flight training, Instructor Pilot, Aviation Safety Officer, Aviation Officer UH-1H/V, AH-64, AH-1, OH-58, UH-72 aircraft qualification course graduate.

**Personal:**

Awards- Master Army Aviator badge, Air Medal, MSM, Numerous awards for 30 years of service.

Language Skills- Spanish

Government Security Clearance- Secret

References available upon request



---

# BRIDGET V. WILLIAMS

---

---

██████████ Conyers, GA 30012 ◆ ██████████ ■ ██████████ ■ ██████████

---

## PROFESSIONAL SUMMARY

---

Senior Executive who draws on keen business acumen, creativity, innovation, and analytical strengths to identify operational deficiencies and drive end-to-end process improvement. Engages Lean Six Sigma principles, process mapping, SWOT analysis, and other tools to discern value and bring together the people, practices, and performance vital to taking an organization to its next level of success. Applies deep understanding of organizational operations to solve complex business challenges, influence/drive change, resolve conflict, derive tangible results, and forge strategic alliances with internal/external stakeholders.

---

## SKILLS

---

- Public Sector Acquisition
- Public Sector IT Management
- System Security Management
- Public Sector Contract Security Requirements
- Order and Inventory Management
- Help Desk Operations
- Billing Operations
- Systems Administration
- Processing Mapping and Improvements
- Stakeholder Communications
- Performance Improvement
- Efficiency/Productivity Improvement
- Negotiation
- Mediation
- Held Top Secret Clearance

---

## WORK HISTORY

---

**Director of Program Operations**, 01/2016 to 02/2019

**General Services Administration** – Washington, D.C

In 2014 we began realigning the Regional Network Services Program, making the first of several programs to Centralize under the Category Management business model. I was chosen by senior leadership to be an integral member of the realignment executive team to determine the future state of the organization. After nearly two years of study and labor negotiations, we realigned all 12 Regional Network Services Divisions and 240 employees into the Office of Telecommunication Services (OTS) under the Information Technology Category (ITC). Once the charter was signed and approved, I was asked to lead the newly formed Operations Division of OTS.

As Director of Operations, I lead a nationally dispersed workforce of 105 federal and contract employees; with the responsibility of all day-to-day activities in support of the Office of Telecommunications Services (OTS). My primary leadership responsibilities include:

- A Tier 2 24x7 National Help Desk, which provides technical assistance and operational support to all end-users who have established recurring service on OTS contracts.
- A Centralized Order Requirement function with inventory support, providing a standardized level of support to nearly 15,000 invoiced customers across the United States.
- A Financial Business Management function, that coordinates and performs acquisition support to over a billion dollars in customer billing, vendor invoicing, and GSA financial obligations.
- An Operational Support function - responsible for analyzing, pricing, and maintaining over six million customer CLIN items using automated systems that process billing data.

- The last function under my leadership is the Security Services function. As the system owner for 14 systems, my security solutions team focuses on the creation and evolution of contract security components through the stages of market research, RFI (Request for Information) issuance, proposal evaluation and award recommendation. It ensures a variety of security standards are incorporated into OTS's contract vehicles and internal systems, such as: FISMA (Federal Information Security Management Act), NIST (National Institute of Standards and technology) and C&A (Certification and Accreditation)
- Held Top Secret Clearance for this position

**Program Manager, 01/2012 to 01/2016**

**General Services Administration – Atlanta, GA**

- Led a staff of 32 employees in General Services Administration, Southeast Sunbelt – Region 4, Network Services Division.
- Held a multi-dimensional role directing the overall planning, management, control, and direction of an enterprise Network Services Solutions Division (including multi-million-dollar telecommunications services programs).
- Created a customer service strategy focused on quality control of complex narrow-band and broadband telecommunications systems, facilities, equipment on local and regional basis within the Southeast Sunbelt Region.
- Under my leadership, my acquisition team awarded the largest regional multi award telecommunications contract in the program's history with an estimated value of \$3 billion dollars.
- The contract consists of a base contract of four years with 2 three-year options, creating one of the first regional ten-year contracts.
- The contract was awarded to eight vendors: six primes and two small businesses.
- Under my leadership I streamlined the regional acquisition processes and systems to include adding the newly awarded GRITS II contract into the national eBuy system. This action allowed solicitation submission to the awarded vendors.
- In the execution of the GRITSII (GSA's Regional Integrated Telecommunication Services contract and the many Schedule 70 tasks awarded in my Division, I worked closely with my Divisional Area Telecommunication Managers (ATM's), Project Managers and Contracting Officers to ensure that administration of customer requirements were within the scope and properly funded.
- I approved contract modifications to meet GSA and customer agency requirements; approved contract renewals and/or terminations and worked with Contracting Officers in accomplishing recommended actions.
- As Director I reviewed and monitored (on a random basis) GSA and Customer orders for network services and/or equipment and the contractor's/vendor's responsiveness to the orders for quality, timeliness, accuracy and suitability of such response.
- I created forecasts and performance objectives that led to the following:
  - Top revenue producer in Fiscal Year 2008 through 2015, outpacing 11 other regions.
  - Lowered service acquisition orders and billing margins of error to a record 5%.
  - We gained recognition for improving the timeliness and quality of service to Customers, Federal Agency Partners, and Contract Suppliers.
  - Development and execution of business process improvements which were highly effective in operation efficiency, improving productivity, cutting costs, and creating value.
- Established best practices heralded by executive leadership as a model for other regions, in driving automation, elimination of redundancies and wasted effort, and revenue protection.

- I devised business plans and justifications to centralize and standardize the customer requirement process for local network services on a national scale. This eliminated bureaucratic inefficiency while supporting regional ordering preferences.
- Recommended creation of an online application to serve as a central intake portal and tool for prioritizing the thousands of requests submitted each year.
- Identified the back-end technology and tools necessary to extract data for trending analysis, which enabled creation of contracts to address those trends while positioning GSA's Federal Acquisition Service, Network Services Division to work smarter, leaner, and more proactively.
- Advised key decision makers, external program offices, and employees on recommended services, processes, rates, billing practices, and numerous other functions.
- Influenced definition of customer requirements/specifications to ensure efficient development and implementation of tasks along with adherence to contract terms and conditions.
- Created cost savings for customers by proposing the most efficient and effective utilization of identified services and ensuring implementation of state-of-the-art equipment and systems.
- Developed services plans and programs by conducting market research and analysis via surveys, trade show attendance, and review of statistical data.
- Maximized expense recovery by providing accurate workload projections and cost estimates used in determining contractual services fees.
- Devised and led technical training programs for GSA and other agency personnel; conducted agency seminars, end-user training, and other Federal Acquisition Service training programs.
- My expertise was the driver in collaborating with multiple GSA functions to consolidate and transition the Federal Aviation Administration's voice inventory, currently valued at over 40 million dollars, into a single managed billing and inventory system.

### **Telecommunications Branch Manager, 01/2008 to 01/2012**

#### **General Services Administration – Atlanta, GA**

Played a critical role in development of the Gulf Coast Emergency Communications Plans, formulated in the wake of Hurricane Katrina, to strengthen identification, assessment, and mitigation of the vulnerability of communications assets and resolve deficiencies/gaps in the government's response

Directed the entire project lifecycle—design, planning, procurement, implementation, and control—guiding the build-up or upgrade of switching equipment and services infrastructures for government facilities. I served as a vital technical advisor in determining the size and scope of the infrastructure needed to adequately service each organization. I controlled procurement of assets averaging \$100K; delegated project tasks and directed the performance of implementation teams numbering five to 30 members. I managed cross-functional/cross-organizational coordination, as well as communications among all agency stakeholders.

- Directed highly complex implementations, including new installations or infrastructure upgrades for:
  - Hartsfield-Jackson Atlanta International Airport's newly constructed control tower
  - U.S. Department of Housing and Urban Development region-wide PBX migration.
  - U.S. Department of Veterans Affairs transport contract consolidation

### **Senior Project Manager, 2000 to 2008**

#### **General Services Administration – Atlanta, GA**

Named Contract Officer Technical Representative (COTR) and Atlanta Area Telecommunications Manager for the newly launched Metropolitan Area Acquisition (MAA) contract, one of 10 implemented across the U.S. (total revenue value of \$10B), with the Southeast/Sunbelt area ranking as one of the largest and highest-volume regions in the country (6,000 customer agencies). I acted as a strategic business advisor and subject

matter expert to customer agencies. I analyzed existing communications infrastructures, led development and deployment of comprehensive solutions as well as follow-on services (i.e., billing, service enhancements, etc.).

Concurrently, held the role of Regional Emergency Communications Manager (ESF2) of FEMA, serving as the senior member of the task force deployed during significant disasters to assess the nature and extent of destruction of major communications infrastructures and activate federal response. Interacted with the Joint Telecommunications Review Board to determine which assets had been impacted, establish priorities, and define reconstruction/reactivation plans.

- Led the federal effort to create the Gulf Coast Emergency Communications Plan, formulated in the wake of Hurricane Katrina, to strengthen the assessment and mitigation of identified vulnerabilities of communication assets and resolve deficiencies/gaps in the government's response.
- Traveled to the affected areas to provide direct oversight of the team's field operation, coordinating multi-jurisdictional on-the-ground response
- Led Region 4/Atlanta to achieve a 100% customer transition to the Metropolitan Area Acquisition telecommunications contract, delivering an average of \$32M in annual contract revenue.
- Orchestrated the seamless transition of major organizations such as the Centers for Disease Control and Prevention and the Transportation Security Administration to the MAA contract.
- Served as the bridge between the customer and project management team to ensure that technical components of projects and overall objectives, aligned with the goals of the agencies mission.
- Consulted on special committees tasked with coordinating the physical relocation of federal agencies.

#### **Director Telecommunications, 1995 to 2000**

##### **Veterans Affairs – Atlanta, GA**

As Director of Telecommunications Services, I supervised and managed a team of 10 telecommunications specialists and administrative support personnel at the Atlanta Veterans Administration Hospital and its satellite clinics. I advised the Chief of Information Resource Management Services on the planning and installation of local area network for computer automation support. Planned and organized all networking and telecommunications projects to include the highly successful Telephone Advice Program; this program has led to the establishment of a National Telephone Advice Program (TAPS). Provided analysis of current/future facility network and telecommunications requirements in developing and management an annual operating budget of \$2M

#### **Military Service, 1981 to 1995**

##### **U.S Army**

**MILITARY EXPERIENCE:** Completed 13 years of service with the U.S. Army, earning an Honorable Discharge in 1994 as a Telecommunication Specialist. I supervised a Top Secret Telecommunications Center engaged in sending and receiving encrypted transmissions supporting 50,000 users throughout Europe. Trained, supervised, planned, and evaluated the activities of 20 operators in a 24x7x365 fixed-station telecommunication center. I maintained quality control standards to eliminate potential security breaches within the center and I earned the U.S. Army Achievement Medal 2nd Cluster, the U.S. Army Commendation Medal 3rd Award, and the NCO Development Ribbon

---

## **EDUCATION**

---

**Leadership for a Democratic Society: Leadership Principles, 2016**

**OPM's Center for Leadership Development - Charlottesville, VA**

The Leadership for a Democratic Society (LDS) program offers an unmatched learning experience to prepare senior-level executives for the complex challenges of leadership. Transformational leadership is one of the most significant issues influencing performance and effectiveness. Leaders are being asked to reimagine operations, function with fewer resources and find new ways to tackle complex challenges.

**Registered Neutral:** Mediation, 2012

**Justice Center of Atlanta -**

Registered Neutral with Georgia's Office of Dispute Resolution under Georgia's Supreme Court

**Fellow:** Senior Executive Fellow, 2010

**Harvard University -**

**Senior Executive Fellows** is the preeminent professional development **program** for public sector executives who want to sharpen their leadership and managerial skills. It's designed for GS-14/GS-15 federal employees and their corporate sector, international and military counterparts.

**Bachelor of Science:** Business Administration, 2009

**Shorter University -**

- Graduated Cum Laude

**Advance Leadership Development Program:** 2008

**General Services Administration -**

GSA's internal Leadership Academy

**Master Certificate in Project management:** Project management, 2004

**George Washington University -**

---

## AFFILIATIONS

---

Armed Forces Communications and Electronic Association (AFCEA), Project Management Institute - PMP,  
Georgia Office of Dispute Resolution - Registered Neutral

---

## INTERESTS

---

Volunteer Rockdale High School Marching Band, Inaugural Board Member for the Academies of South DeKalb YMCA, Golf and Gardening

## Resume' for Bruce Garner: Summary (details appear below)

Bruce Garner was born and raised and has lived his entire life in the State of Georgia. He has lived in Columbus, Albany, Rome, Macon and Savannah. His working career with the Social Security Administration put him in contact with the entire spectrum of our state's population demographics regarding economic status, educational status, race/ethnicity, religious affiliation, sexual orientation and gender identity/expression. His education was also obtained in Georgia, from public grammar and high schools through college. His work history provided a broad based experience as a professional.

Bruce has had a parallel career in the non-profit arena, holding a variety of leadership positions on boards of directors of non-profits and serving on state and local advisory councils and boards.

All in all, Bruce's experiences in the workplace and the volunteer arena have given him a unique set of skills grounded in service to the public.

Bruce currently serves on the Board of Trustees of General Theological Seminary in New York. He chairs the Commission on LGBTQ+ Ministry of The Episcopal Diocese of Atlanta and previously chaired the Commission on Domestic Minor Sex Trafficking (DMST) and the Commission on HIV/AIDS of the Diocese. He served as President of the Board of Integrity USA, an Episcopal Church ministry for and by LGBTQ folks.

Bruce served on the Board of Directors of Lost n Found Youth in Atlanta, filling the roles of Secretary, Treasurer, and finally as Chair of the Board. He also served on the Board of Directors of AID Atlanta for a total of 12 years. His first term was from 1984 – 1990 and he served as Secretary, Treasurer and two years as President. This was during a time when AIDS was probably its most vicious and the outlook the most hopeless. He also served on the boards of Jerusalem House, AIDS Treatment Initiatives and a number of local, state and national organizations related to HIV/AIDS.

He was honored for his work in the LGBTQ and HIV/AIDS arenas in October 2016 when he was awarded an honorary doctorate from Berkley Divinity School of Yale University. As of May of this year he will have been living with HIV for 37 years.

More detailed information is below with most leadership positions and positions/experiences that would be beneficial to a Senator highlighted.

## Biographical Information/Resume': Details

E. Bruce Garner

### Church-related Volunteer Activities

#### All Saints' Episcopal Church, Atlanta, Georgia:

- On staff of parish as Head Verger (Master of Ceremonies, Liturgical Stage Manager) May 1996 – December 31, 2018 (part time paid position)
- Eucharistic Minister, Reader, etc. 1981 - 2018
- Parish delegate to annual Diocesan Convention 2017 - 2000

#### Episcopal Diocese of Atlanta:

- Member Executive Board of Diocese; January 2012 – December 2017
- Deputy to Triennial General Convention of the Episcopal Church for convention 2018, 2015
  - Served on Church Pension Fund Committee (2018)
  - Served on Social Justice and United States Policy Committee (2015)
- Alternate Deputy to Triennial General Convention of the Episcopal Church for conventions of 2012, 2009, 2006, 2003, 2000, 1997 and 1994
- Member Transition Committee for Election of 10<sup>th</sup> Bishop of Atlanta, April 2011 – October 2012
  - Chair, Elections Sub-committee
  - Chair, Consecration Sub-committee
- Commission on LGBTQ Ministries, Episcopal Diocese of Atlanta
  - Chair, April 2014 – continues
- Commission on Human Trafficking, Episcopal Diocese of Atlanta
  - Member, January 2016 – December 2018
  - Chair, June 2018 – December 2018

#### The General Theological Seminary of the Episcopal Church

- Trustee 2012 – continues
- Member of Finance and Operations and Audit Committee's

#### Berkley Divinity School of Yale University

- Doctorate, Humane Letters, Honoris Causa awarded 10/18/16 for volunteer work in HIV/AIDS and other related areas.

#### Executive Council (Board of Directors) of the Episcopal Church

- Member, August 2006 – August 2012
- Member and Vice Chair, Standing Committee on National Concerns August 2006 – August 2009
- Member, Standing Committee on Governance and Administration for Mission, August 2009 – August 2012

#### Standing Commission on Human Affairs of the Episcopal Church:

- Member, November 1991 – December 1997
  - Vice Chair, February 1995 – December 1997

## LGBTQ+ Volunteer Activities

### Lost n Found Youth, Inc. (Service provider for homeless teens and youth)

- Member Board of Directors, 2013 – August 2018
- **Chair, Board of Directors**, August 2016 – May 2018

### Integrity, USA. (Outreach ministry of the Episcopal Church to gay, lesbian, bisexual and transgender (LGBT) individuals):

- **National President**, October 2015 – October 2018
- Provincial Coordinator for Province IV January 2012 – September 2015
- Board Member, June 1990 – October 1996
  - **National President**, June 1990 – October 1994
  - Past National President, October 1994 – October 1996
  - National AIDS Liaison, 1989 – June 1990

### Integrity Atlanta (local chapter of national organization):

- Treasurer, 2000 – continues
- **Convenor, 1996 - 1997**

## HIV/AIDS Volunteer Activities

### Province IV of The Episcopal Church Network of AIDS Ministries Annual HIV Retreat Planning Committee

- Member, 1992 – 2016
- **Vice Chair, 2010 - 2016**
- **Retreat Leader, June 2016**

### National Episcopal AIDS Coalition:

- Member, May 1989 – 2015
- Member, Board of Directors, January 2008 – January 2010
  - **Chair, Board of Directors**, January 2009 – January 2010
- Member, Board of Directors, January 1998 – 2004
  - **Co-Chair, Board of Directors**, January 2002 – 2004
- Keynote speaker at two national conferences on HIV/AIDS

### Commission on AIDS, Episcopal Diocese of Atlanta:

- Member since founding in March 1986
  - **Chair, January 1992 – 2018**
  - Treasurer, March 1986 – December 1991

### National Committee on HIV/AIDS of the Episcopal Church:

- Member, January 1998 – January 2004



Ryan White HIV Planning Council for Metropolitan Atlanta:

- Member, October, 2015 - continues
- Member, January 1994 – August 2002
  - Chair, Planning Council, September 1997 – August 2001

AIDS Treatment Initiatives, Inc., Atlanta, Georgia (formerly known as Atlanta Buyer's Club)

- Member, Board of Directors, July 1997 – 2003

AID Atlanta, Inc., Atlanta, Georgia (comprehensive service provider for those with HIV/AIDS and educational services for others):

- Member, Board of Directors, November 2002 – February 2008
  - Chair, Client Services Committee
- Member, Board of Directors, November 1984 – September, 1990
  - Board President, September 1986 – September 1988
  - Board Treasurer, September 1985 – September 1986
  - Board Secretary, March 1985 – September 1985

Atlanta AIDS Partnership Fund (formerly United Way/Metro Foundation AIDS Fund):

- Member, Grant Review Committee, 1992 – May 2002

State of Georgia, Task Force on AIDS:

- Member, December 1993 – 1999? (never officially disbanded by state of Georgia)
  - Chair, Sub-Committee on Education and Public Relations 1996 – 1999

State of Georgia, Community HIV Prevention Planning Council:

- Member, November 1995 – January 1999
  - Parliamentarian, January 1996 (approximate date) – January 1999

Jerusalem House, Inc., Atlanta, Georgia (residential program for people living with HIV/AIDS):

- Board Member, March 1991 – March 1995
  - Secretary, March 1993 – March 1995

The Names Project Foundation, Atlanta, Georgia (Curators of the "AIDS Quilt"):

- Quilt Display Coordinator, August, 1988 – continues

The Names Project/Atlanta Chapter:

- Member, Board of Directors, August 1988 – January 1995
  - Board Chair, February 1993 – February 1994
  - Board Chair, September 1989 – March 1991

Miscellaneous

Semi-Professional Clogging (dance) Team (Yes I am serious about this!)

- Member May 1991 – September 1985
- Team Captain April 1984 – May 1985

## Professional Career/Activities

### Social Security Administration:

- Employed June 1973; retired June 2008
- Project Manager, Center for **Human Resources**, Atlanta Regional Office, July 2003 – June 2008
- Regional **Training Director**, Atlanta Region, March 2001 – July 2003
- Atlanta Management Development Program, September 2000 – February 2001
- **Lead Program Specialist** in the Office of the Regional Commissioner, September 1998 – September 2000 (for disability and **customer service issues**)
- Field Services Specialist/ Facilities Management/Space Management, Planning, Layout and Design, Atlanta Regional Office, June 1981 – September 1998
- Program Specialist, Assistance Programs, Atlanta Regional Office, August 1978 – June 1981
- Operations Supervisor, Savannah, Georgia, December 1976 – August 1978
- Claims Representative, Rome, Georgia, June 1973 – December 1976
- Recipient of three citations from the Commissioner of Social Security, one for work on HIV/AIDS Special Project
- Recipient of one citation from the Deputy Commissioner for Operations of Social Security
- Recipient of one citation from the Atlanta Federal Executive Board for outstanding public service: Volunteer of the Year
- Recipient of three citations from the Atlanta Regional Commissioner of Social Security
- Recipient of over thirty awards for job performance

## Personal Information

### Birth place:

- Atlanta, Fulton County, Georgia; July 28, 1949

### Education:

#### Elementary and High School:

- Atlanta Public Schools (East Atlanta High School, 1967)

#### College:

- Emory University, Atlanta, Georgia
  - Bachelor of Science in Biology 1971

#### Post Graduate:

- Berkley Divinity School of Yale University
  - Doctorate, Humane Letters, Honoris Causa awarded 10/18/16

# BYRON J. GATEWOOD

██████████ Marietta, GA 30068  
██

## EXPERIENCE

---

**SunTrust Robinson Humphrey** Atlanta, GA  
*Corporate & Investment Banking, Southeast Corporate Banking* 2016- Present

- Provides coverage for mid to large cap clients primarily concentrated in the southeast by conducting in depth analysis and crafting pitch materials to drive strategic discussion; also manages internal committee memoranda and due diligence inquiries
- Works closely with senior bankers, product partners and corporate clients to execute M&A advisory and capital raising services in the Industrial Goods & Equipment, Building Products, Consumer & Retail, and Transportation & Logistics sectors

**United States Army (National Guard, Active Duty, and Army Reserve)** 2002-Present

- Consistently promoted with or ahead of peers advancing steadily from Private First Class to Major
- Deployed to Kandahar, Afghanistan with the 205<sup>th</sup> Engineer Battalion in 2003 in support of Operation Enduring Freedom
- Served in Germany, Turkey, Israel, throughout the Middle East, and at several duty stations within the continental U.S. while on active duty
- Led planning for the tremendous intelligence and security requirements for US-Israeli training during the largest combined missile defense exercise in history
- Monitored the Syrian civil war, including missile and chemical weapons threats, from an outpost in Gaziantep, Turkey; worked with intel officers from NATO allies to help prevent that conflict from spilling over the border
- Selected ahead of more senior service members to create and customize a training program for officers leading small teams into Iraq and Afghanistan
- Led team that forecasted and met logistics requirements for a brigade of 850 organic personnel and dozens of rotations of trainees, each consisting of hundreds of soldiers
- Trained US personnel in host-nation, Afghan and Iraqi, military systems giving them the knowledge base to work effectively with their host-nation counterparts

## EDUCATION

---

**Cornell University, Johnson Graduate School of Management** 2017

Master of Business Administration

Old Ezra Finance Club, Co-President Johnson Christian Fellowship

**University of Oklahoma** 2015

Master of Arts in International Relations

Advanced study in political theory, the Middle East and China

**Louisiana State University** 2007

Bachelor of Science, ROTC, Louisiana Army National Guard

## SKILLS, ACTIVITIES & INTERESTS

---

- Certifications: Series 7, 63 and 79; active Top Secret (SCI) security clearance
- Still serving part time as a Major in the United States Army Reserve
- Interests: travel, theology, politics, and literature
- Devoted husband and father of three, dedicated to raising strong, kind children with genuine faith



Carla Hudson



**Objective** I am a team player, hard worker, problem solving, self-motivated and punctual. I had three (3) years and two (2) month in customer service I go above and beyond to make sure the customer is happy at the end result.

**Experience Amazon Fulfillment Center June 2019-**

As a package sorter I have to sort the packages and place the packages in the right bean or slot. Help others if they need my help to sort the packages. Scan every package that comes to me.

**Barnes and Noble November 2015-December 2016**

As a sale associate and cashier I had to meet and greet every customer that walks through the door with a smile upon my face. Help them to find the right books, movies, and music. Answer the phone and put the item(s) on hold the customer. Clean up and put everything back in its right place. Call other stores to see if they had the item(s) to put on hold for them. And help with a speedy but friendly cashiering.

**Michael's Arts and Crafts September 2013-Decemeber 2016**

As a sale associate and cashier I had to meet and greet every customer that walks through the door with a smile upon my face. Help them to find the right craft items for a project. And if we do not have the item(s) help them to think outside of the box to find a new approach. Answer the phone and put the item(s) on hold the customer. Clean up and put everything back in its right place. Call other stores to see if they had the item(s) to put on hold for them. And help with a speedy but friendly cashiering. I have train new workers how to do go backs and clean the store but also to be on the look out for thieves. I also had train them on the register.

**Camp Timber Ridge June 2008-July 2008**

As a camp councilor I had to be a big sister to the girls that is at camp. Be there for those girls who were home sick. To encourage the girls to get out of their comfort zone to try new things. And to make new friends and just have fun.



**Education** Georgia Military College

August 2011- May 2012

Composition, Art Appreciation 1 and 2, Music Appreciation, First Aid, College Algebra, Business and PE

Savannah College of Art and Design –Atlanta      September 2007-June 2008 Photography 1, Color Theory, 2 D Design, Drawing 1, Composition, and Public Speaking

Pathway Christian School  
May 2007 Degree: High School Diploma

August 2004-May 2007 Graduated:

**Skills** I am skilled in time management, self motivated, creativity, team player, think outside the box, can do attitude, positive thinking, and well rounded.

**Activities:** I volunteer for the following:

Atlanta Symphony Orchestra (as a Usher)– 2017-

Atlanta Science Festival (as a Helper)- March 2018

Atlanta Botanical Garden (Helper)- 2015-

Alliance Theatre (Usher) -2017-

Center of Puppetry of Arts (Helper)- 2017-

Night to Shine (Buddy)- February 2019

Tri-Cities Church (as a teacher assent for CityKids, scheduler for sound and slides also do sound and slides, face painter and photographer)- 2015-

# CHARLES EUGENE (GENE) CARTER, MBA, MA, BSEE

---

---

## PROFILE

### Program Director

Consistently top-producing, management professional with over 30 years of progressively responsible experience directing major programs, projects and products for commercial, governmental and non-profit enterprises. Highly regarded for communication, organizational, and analytical qualities that enhance the capacity to establish and lead successful teams. Broad understanding of technology and creative thinking combine to produce positive results. Diverse career complemented by relevant, advanced, formal education.

**Governmental, Commercial, & Non-profit Program Management • Marketing • Business Development Startup • Hardware/Software Development • Proposals/Grants • Contract Administration • Telecom P&L • Database Management • International Partnerships • Presentations • Call Center • Business Plans Event Management • Vendor Management • Conflict Management • Process Development • Consulting**

---

---

## PROFESSIONAL EXPERIENCE

**CONSULTANT – ATLANTA, GA** **2013-PRESENT**  
*Improving client processes and performance*

**MOUNTAIN MISSION SCHOOL, INC. – GRUNDY, VA** **2015-2017**  
*Providing a refuge, resource and relief for the child in need*

**Alumni Director (Volunteer), 11/2015-11/2017**

Led a 10-member MMS Alumni CADRE team in developing and managing alumni financial and service solicitation programs and functions to support the children and staff of Mountain Mission School.

**AMERICAN RED CROSS OF GEORGIA – ATLANTA, GA** **2013**  
*Provides compassionate care to those in need*

**Armed Forces Support Collaborative Chairman (Volunteer), 1/2013-8/2013**

Directed the implementation of the Points of Light Foundation's Community Blueprint initiative *Lean on GeorGla* to address the unmet needs in the Atlanta metro military community by weaving a tighter safety net of the 60+ participating philanthropic and governmental groups and concerned individuals.

**DRS TECHNICAL SERVICES, INC. – HERNDON, VA** **2006–2012**  
*Supplies integrated products, services, and support to military forces, intelligence agencies, and prime contractors worldwide*

**Program Director, 2008-11/2012**

Managed subcontractors, provided service quality / customer service, and developed new products and services to supply more than 100,000 deployed military members and support personnel with over 1.2B minutes of VoIP call time over DOD's largest, satellite-based, Internet service-provider network. Served as the corporate C-level emissary for this Germany-based division.

- Accelerated procurement and customer service functions to meet rapid Internet café deployment to connect deployed troops at 1,000 remote sites to virtually any point on the globe.
- Expanded Free Call Day sponsorship from 8 to 39 days/year, saving military members ~\$2M.
- Organized employee-fundraising drive, providing a Free Call Day for deployed troops (500,000 minutes) and an additional 150,000 minutes of call-time for distribution to needy military members.
- Facilitated government/nonprofit collaboration to provide 37 troop-to-family videoconferences, allowing 30 fathers to coach childbirths, five parents to witness graduations, one father to give away his daughter in marriage, and one unit to participate in a comrade's memorial ceremony.
- Evaluated business unit as a member of the Capability Maturity Model Integration (CMMI) Appraisal Team leading to a Development Maturity Level 3 certification.
- Authored "One in a Billion," *SPAWAR Chronicle*, Spring 2011.

**Director of Strategic Operations, 2006-2008**

Managed division operations to support multiple and diverse defense and commercial programs.

- Enabled group productivity to grow bookings 400%, revenue 300%, and gross profit 267%, elevating a single division to a line of business with three divisions.
- Coordinated business and physical plant consolidation resulting from merger of three business units.

**OPERATION HOMEFRONT, DC METRO – STERLING, VA****2007–2011***Provides emergency financial and other assistance to families of U.S. service members and wounded warriors.***Board Chairman (Volunteer)**

Founded and grew the DC Metro chapter of this national organization to address the needs of 350,000 military family members in Northern Virginia, Maryland, and D.C. Recruited and led by example a cadre of dedicated volunteers, board members, and staff to:

- Create one of Operation Homefront's top producing chapters, negotiating the first Memorandum of Agreement between a nonprofit and the Walter Reed Medical Center.
- Raise and distribute more than \$1M in cash and in-kind donations and recruit more than 500 volunteers to satisfy the needs of deployed military member families and returning wounded.
- Establish no-cost transitional housing for Walter Reed patient/families use during treatment.
- Develop \$100,000+ annual golf tournament as primary chapter operations fundraiser
- Supply the chapter with no-cost office and warehouse facilities through employer grant.

**MILITARY FAMILY SUPPORT CENTERS, INC. – SALEM, VA****2005–2006***Provides support to families of deployed military***Executive Director**

Co-founded this sustainable military family support organization. Directed corporate structure implementation; managed business plan, processes, accounting, site development, corporate / private donation program, grant applications, partnerships, volunteer recruitment and scheduling, database, website and other IT development, and marketing / advertising. Advocated for State legislative relief; collaborated with other non-profit organizations, military leaders, and state officials through the Governor's Citizen Soldier Support Council.

Regularly interacted with government officials, corporate leaders and clients.

- Championed tactical and strategic operations in support of more than 500 families.
- Collaborated with Virginia Commonwealth legislators and other military-support groups to create a perpetual \$500K military-family relief fund to assist National Guard and Reserve families in need.
- Converted donated facility into a one-stop, military-family support center.
- Organized annual "Fill the Humvee" events to provide needed supplies to military families
- Accomplished "Extreme Makeover" style home refurbishment using volunteers and donated materials.
- Recognized by President George W. Bush at the White House for the Center's success.

---

---

**OTHER SIGNIFICANT EXPERIENCE****SPIRENT COMMUNICATIONS – ROCKVILLE, MD****Principal Product Manager****JDS UNIPHASE – GERMANTOWN, MD****Senior Market Manager****HEKIMIAN LABS – ROCKVILLE, MD****Principal Product Manager****TELECOMMUNICATIONS TECHNIQUES CORPORATION – SALEM, VA****Product Marketing Engineer****WASTE POLICY INSTITUTE – BLACKSBURG, VA****Contract & Subcontract Administrator****AFROTC DETACHMENT 875, VIRGINIA TECH – BLACKSBURG, VA****Assistant Professor of Aerospace Studies****DEFENSE LOGISTICS AGENCY, LOCKHEED MARTIN – ORLANDO, FL****Program Integrator****HQ ELECTRONICS SECURITY COMMAND / AIR FORCE INTELLIGENCE, SURVEILLANCE, AND RECONNAISSANCE AGENCY – SAN ANTONIO, TX****Program Manager****AIR FORCE CONTRACT MANAGEMENT DIVISION, LOCKHEED MARTIN – MARIETTA, GA****Program Manager****CHURCH LEADERSHIP – ELDER (2 CHURCHES), DEACON (2 CHURCHES)**

**EDUCATION**

**JONES INTERNATIONAL UNIVERSITY**

**MASTERS IN BUSINESS ADMINISTRATION**  
*summa cum laude*

**WEBSTER UNIVERSITY**

**M.A. IN PROCUREMENT & ACQUISITION MANAGEMENT**

**UNIVERSITY OF TEXAS**

**B.S. IN ELECTRICAL ENGINEERING**

**COMMUNITY COLLEGE OF THE AIR FORCE**

**A.S. IN TELECOMMUNICATIONS TECHNOLOGY**

**MOUNTAIN MISSION SCHOOL**

**DIPLOMA, SALUTATORIAN**

---

---

**PROFESSIONAL DEVELOPMENT**

CMMI • Extreme Programming Coaching • Multi-party Mediation • Reliability • Continuous Improvement  
Mediation & Conflict Management • Total Quality Management • TCP/IP • Configuration Management  
Systems Acquisition Management • Squadron Officers School • USAF Instructor School  
Covey's Seven Habits • Logistics Systems Analysis • Life Cycle Cost • Earned Value Management  
Defense Contract Management • Software Engineering Management • Defense Acquisition Basics

---

---

**TECHNICAL EXPERTISE & SKILLS**

MS Office Professional, Visio, Project, & Outlook • Lotus Notes • Deltek Costpoint

---

---

**CERTIFICATIONS**

U.S. Department of Defense - DAWIA Level III Program Management Certification  
Jones International University - Negotiation & Conflict Management

---

---

**AWARDS**

President's Lifetime Achievement Award for Volunteer Service - 2013  
DRS Customer Satisfaction Award – 2012  
Eight military awards



# CURTIS R. CEARLEY

## QUALIFICATIONS SUMMARY

---

One of the first fifty Certified Educational Technology Leaders in the United States. Extensive professional experience in educational program planning and budgeting, human resource, fixed asset and project management, and program and project evaluation. Over fifteen years experience with a Regional Educational Consortium, the Georgia Department of Education, and a LEA providing technology leadership.

## EXPERIENCE

---

**2007-2014      Fayette County Public Schools      Fayetteville, Georgia**  
***Director, Technology Services***

Coordinate technology support for a 20,000+ student school district of 30 schools in the metropolitan Atlanta area. Supervise break-fix technicians, network, data center, web design and development, student information, learning management, fund accounting and human resource infrastructure and support.

Over the past three years, reduced the Operational and Maintenance costs of Technology Services by over \$750K (\$350K in year one). Initiatives include virtualization of services, movement to hosted services wherever possible and implementing open source solutions where applicable.

Without additional funding in the operations budget, increased the ratio of available computing seats for students from three students per device to less than two students per device through desktop virtualization. Using the guidelines and definitions from the Georgia Department of Education (GaDOE) for modern computers, eliminated all computers not meeting the definition of modern from the district's inventory. Maintain an inventory of modern computers providing at least one computer per teacher, administrator and every two students throughout the district.

Opened three schools over a three year period. Each classroom in those schools met the definition supplied by GaDOE as a 21<sup>st</sup> Century Classroom (projection system, interactive instructional device, voice amplification, student response system, and high speed Internet connectivity). Using funding from the local Education Special Purpose Local Open Sales Tax (eSPLOST), over a 14 month period installed over 2000 similarly equipped classrooms throughout the remaining schools and training facilities in the district. Coordinated the efforts of the staff to train teachers to use these assets.

Assisted in the design, development and delivery of a Wide Area Network (WAN) infrastructure reconfiguration project, completed ahead of time and under budget. This provided increased speed to the desktop, collapsed 30 school domains into a district domain, improving performance across the network and to the Internet, stabilized the district's network system resulting in reduced hardware and energy costs, and improved network and applications availability.

Implemented a Bring Your Own Technology (BYOT) initiative to engage students with their own technology devices in the learning environment. Results of the initiative thus far indicate improved attendance, decrease in disciplinary referrals, increase in traffic over the network, particularly after school, and increased learning opportunities and engagement in the classroom.

**1998–2007      West Georgia ETTC      University of West Georgia**

***Director***

Coordinate center activities for policy development, technology professional development, curriculum integration, data collection and analysis, and strategic planning assistance to eight LEAs. Collaborate with the College of Education in the preparation of students to become teachers in Georgia. Responsible for program assessment and reporting for all activities.

Coordinated transportation, logistical support, and workshop delivery of 138 workshops for over 3500 participants, as the National Co-Chair for Workshops at the National Educational Computing Conference, 2000. These workshops used 22 hands-on labs at seven sites and ten seminar/demonstration rooms at the Georgia World Congress Center. Success in 2000 lead to the sponsoring organization again requesting service as Regional Chairperson for the 2007 conference. That conference was as successful as the conference in 2000.

Developed and piloted a program for the College of Education and the Georgia Department of Education pairing interns and classroom K-12 teachers for technology integration training. This intervention model materially assisted in securing federal funding for program refinement, continuation, and evaluation.

Without increased cost to the host or parent organization, planned, coordinated and opened an additional training facility in Fayette County. This collaborative endeavor with the school district ensures center services are available in a less geographically remote area, and serves the south-central metropolitan Atlanta area.

Materially assisted qualified school districts with successful grant applications totaling \$425K. Assisted the College of Education in procuring \$350K under the PT3 program, and successfully managed the Professional Development objective of that program. Assisted the State Data and Research Center in procuring \$500K in federal funding and managed the regional portion of the professional development objective of that grant. Materially assisted in developing the evaluation portion of both programs

Developed and piloted, in conjunction with Fayette County School District, a model Technology Leadership Academy for Principals and Superintendents. In conjunction with the director of the Dalton Campus, State University of West Georgia, developed and piloted a course placing the best practices of classroom technology integration into the Master's program at that site. In conjunction with the Department of Media and Instructional Technology, University of West Georgia, developed an approved graduate education course to meet the Georgia Special Technology Requirement.

**1995-1998 Southeast and Islands Regional Technology in Education Consortium**

***Coordinator of Constituent Services***

Coordinated the activities of a consortium of national, regional and university based organizations in collaboratively assisting educators in a region of fourteen State Educational Agencies effectively integrate technologies. Negotiated SERVE and SEIR\*TEC technology services scope of work with the SEA's of the six southeastern states. Coordinated delivery of negotiated services by SERVE and SEIR\*TEC program staff, and evaluated provided services. Completed and compiled annual evaluation and review required by the Department of Education.

Assisted the US Department of Education with the development and dissemination of the first national strategic technology plan and assisted with the recent update of that plan. Continue to annually serve the Department as a grant reader for various funding opportunities provided by the Department.

Assisted three SEAs develop the proposal to secure state funding under the Technology Literacy Challenge Fund program. Annually assisted SEAs and LEAs within the region with TLCF renewal, professional development, reading, evaluation design, and technical assistance.

Assisted with successful grant applications totaling over \$3.5M for various projects. Served as Co-Principal Investigator for a successful federal application from the Technology and Information Infrastructure Assistance Program (TIIAP) totaling \$750K over the award period. This collaborative endeavor with the Atlanta Empowerment Zone materially benefited Atlanta Public Schools, community centers, and local HBCs with professional development, technology infrastructure and technology integration issues.

Materially assisted in preparation and execution of the Technology Program for the Improving America's Schools Act (IASA) Conference for 1996. Directed activities integrating technology program into the annual SERVE Forum on School Improvement. This Regional Forum brings together educators from a six-state region to exchange promising practices and information.

**1970-1995      United States Uniformed Services**  
*Officer, United States Army, Field Artillery*

Progressively responsible line and staff positions throughout a successful career.

**EDUCATION**

---

- Educational Specialist Degree, Instructional Technology, University of West Georgia, 2003
- Master of Science, Adult and Continuing Education, Kansas State University, 1993
- Bachelor of Science, Political Science, Central Missouri State University, 1974

**REFERENCES**

---

Available upon request

# Daniel S Bauer

## Education

---

Paul Smiths College, Paul Smiths, NY A.A.S Major in Urban Tree Management

## Experience

---

4/11-present Arbor Equity Inc. Covington, GA

### President

- Full start-up of a corporation, responsibilities include recruitment of employees, DOT, sales, full arborist duties including overall client satisfaction with property maintenance from mowing to weed control, IPM and tree care, accounts payable, accounts receivable, training, networking, providing educational seminars, safety program, management of large accounts, highest personal credited arborist in state of GA

---

9/08-4/11 Bartlett Tree Experts Augusta, GA

### Local Manager

- Responsible for acquisition of Empire Tree and Turf, transitioning and training employees into lawn care and maintenance from just a tree care operation, full arborist duties, sales, production goals, diagnostics, overseeing daily production, recruitment of employees, maintaining an office of \$1.2 million of production, marketing of Bartlett name, safety program

---

8/05-9/08 Bartlett Tree Experts Atlanta, GA

### Local Manager

Responsible for taking an office of \$400,000 to \$1.3 million in 3 years, development and training of sales team, overseeing crew production, networking in GA and beyond to grow the Bartlett Tree name, accounts receivable, accounts payable, marketing, safety

---

10/02-8/05 The Care of Trees Dulles, VA

### District Manager

- Responsible for taking an office of \$1.1 million to \$2.8 million in about 3 years, training and development of arborist representatives, networking, large commercial account acquirement, daily production of crew and equipment, arborist diagnostics, safety

---

## Honors/Achievement

2003 Manager of Year, 2005 Most Improved Office, 2008 Safety Award, 2008-2010 GA Arborist Assoc. President, 2012 President of Georgia Urban Forest Council, 2018-2020 Executive Board Member of YMCA of Covington, 2015-2019 Site Leader in Georgia for Saluting Branches Day of Veterans

## Daniel S Bauer

---

Remembrance, GA/SC pesticide applicator turf and ornamental, ROW, public health, Certified Tree Care Safety Professional, ISA Board Certified Master Arborist, ISA Certified Tree Risk Assessor, Georgia Arborist Assoc. 3 year consecutive Community Award, 2019 Newton County Business of Month, 2012 Georgia Urban Forest Council Outstanding Business

### Additional notes

---

Over 25 years of experience in four states dealing with municipalities, civic organizations, celebrities, national monuments, hurricanes, ice storms, wind storms, insurance agencies and the general public.

Responsible for current maintenance, insect/disease control, landscaping and tree care at Augusta CC, Reynolds Lake Oconee, Reynolds Golf, numerous municipalities in GA, Augusta State University, West GA University, Oxford University

Past maintenance experience with Georgia Transmission sites, Viacom Outdoors, Lamar Advertising Billboards, Morris Media, Cherokee Town and CC, Arlington cemetery, Italian Embassy, the White House, celebrity accounts of Martha Stewart, Steven Spielberg, Chevy Chase, Loren Michaels, Paul McCartney, Robert Duvall, Paul Simon, Alec Baldwin

Arbor Equity was formed with the belief that if we take care of the client's needs then they will take care of us. Our goal is to be around for the long term of a client not just a single job. Our true assets are our employees.

A client's satisfaction is our utmost concern and all growth has been due to word of mouth from happy clientele. From the simplest items of returning phone calls to showing up on time to the being able to respond at a moment's notice on a holiday weekend, the client comes first. One of the first items is asking the client their expectations and then we can achieve and surpass it.

Daniel Bauer is a married family man with 3 children, active in the community and well respected in his industry.

## Curriculum Vitae

**Debra Jones Draffin, Ed.S.**

### ***EMPLOYMENT***

- 1977-1978 Math/Science Instructor**  
École Château Mont-Choisi, Lausanne, Switzerland
- Taught internationally diverse students, primarily from Arab countries.
- 1979-1984 Senior Account Manager**  
Marketing, Financial Systems Division  
NCR Corporation, Atlanta, Georgia
- Marketing computer systems to upper management of major banks in Atlanta. Project manager for installation, programming of hardware, and training of bank personnel on computer equipment. Strategic planning to foster new business relationships.
- 1994-1998 Mathematics Teacher**  
Jonesboro High School, Jonesboro, Georgia
- 1999-2002 Gifted Mathematics Teacher**  
Henry Middle School, McDonough, Georgia
- Professional Staff Development Representative.  
Founded MATHCOUNTS™ chapter.  
Coached *Odyssey of the Mind* team, taking students to the World Finals event in Washington, D.C. in 2001.
- 2002-2015 Mathematics Teacher**  
Eagle's Landing High School, McDonough, Georgia
- Faculty sponsor of the National Honor Society.  
Advanced Placement Calculus certification.  
Collaborative Trigonometry curriculum development.  
Supervise student teacher field experiences.  
Professional Learning Liaison.
- 2016-Present Communications Manager**  
First Baptist Church, Jonesboro, Georgia
- Web site maintenance, social media. Wide format and volume printing. Event promotion, department liaison.

## ***EDUCATION***

**1973 National Merit Scholar**  
Cocoa Beach High School, Cocoa Beach, Florida

**1976 Certificat d'études françaises**, mention: Bien  
International Study Abroad  
Université de Neuchâtel, Switzerland

Countries visited during year abroad study in Switzerland:  
England, Scotland, Wales, France, Spain, Germany,  
Luxembourg, Denmark, Sweden, Austria.

**1977 Bachelor of Arts, Mathematics, cum laude**  
Stetson University, Deland, Florida

Mathematics major, French minor.  
Alpha Xi Delta sorority member.  
Stetson University Wind Ensemble.  
Work-study: Archives.

**1993 Teacher Certification**  
Gifted Certification In-Field  
Georgia State University, Atlanta, Georgia

**2002 Master of Arts, Secondary Math Education**  
Piedmont College, Demorest, Georgia

**2013 Educational Specialist**  
Piedmont College, Demorest, Georgia

Curriculum, Law and Ethics, Leadership

## ***PROFESSIONAL CERTIFICATION***

**2005 National Board Certification**  
Mathematics, Adolescents and Young Adults  
National Board for Professional Teaching Standards

## ***AWARDS and RECOGNITION***

**1976 Mortar Board Award from Phi Beta Kappa**  
Stetson University

1983 **Winner W. S. Anderson Sales Year Tribute**  
NCR Corporation

1996 **Who's Who Among American Teachers**  
Jonesboro High School

2001 **Teacher of the Year nominee**  
Henry County Middle School

2007- **"Best Teaching Style"**  
2009 Eagle's Landing High School

2105 **Exemplary Teacher - RTT**

### ***INTERESTS***

Accomplished flutist.

Event planning.

Active church member, orchestra member.

### ***PERSONAL***

Married with two adult, married children; two grandchildren.



Mr. Dennis Thibault JR.



Availability:  
Job Type: Permanent  
Work Schedule: Full-Time

**Work Experience:**

**VERIZON**  
10300 Old Alabama Connector Rd.  
Alpharetta, GA 30022-1117 United States

**10/2004 - Present**  
**Hours per week:** 50  
**SR Engineer - RF (Radio Frequency)**

**Duties, Accomplishments and Related Skills:**  
The RF Engineer RF is responsible for contributing in the RF Design of the regional 3G/4G/5G wireless network. Responsibilities include but are not limited to: creating search areas within their geographic area of responsibility; working with the performance team to improve Key Performance Indicators within his/her area; and working with traffic and implementation counterparts to understand improvements needed in the network.

Create Regional RF designs; gather information for Regional management from utilizing geographical and database queries; summarizing the information on a presentable document. Compound information from different RF engineers in the region to create a repository of information for other departments to access.

Other responsibilities include: creating and supplying cell site translations; performing drive testing to evaluate search area candidate as necessary; preparing Design Work Sheets and site wiring diagrams, performing radio engineering evaluations for system planning and site acquisition; beginning to identify location specific needs for new cells taking baseline, performance, capacity, and population into consideration; and evaluating coverage problems and requirements for coverage and capacity cells.

Utilizes propagation tools and other RF related equipment such as MapInfo, GeoPlan, Atoll, Datapro and NPT for site candidate comparison, propagation and coverage review and selection, determination of coverage boundaries for extensions, FAA/FCC filings, overall sector review of cell site locations for upgrades/modifications, and traffic engineering and investigation.

Creates search areas and reviews search area candidates within geographic area by taking into consideration baseline, performance issues, capacity, and population. Prepares necessary regulatory filings for sector/sites ensuring that compliance is met, and attends zoning meetings for assigned area.

**Supervisor:** Asif Rafiq [Redacted]  
**Okay to contact this Supervisor:** Yes

**Georgia Army National Guard**  
Dobbins ARB, Bldg. 555  
Marietta, GA 30067 United States

**03/2003 - Present**  
**Hours per week:** 10  
**Executive Officer**

**Duties, Accomplishments and Related Skills:**  
Current Assignment: Executive/Operations Officer, 7th Division Forward Headquarters (TOC)  
Significant Duties and Responsibilities: Executive Officer of a multi-component Tactical Support Detachment (TSD) consisting of 46 Soldiers. Assist in providing trained and equipped Soldiers to the 7th Infantry Division as a multi-component organization to enhance mission command and directly enhance the Army's ability to sustain training and readiness operations. Assists in the development of plans, policies, regulations and SOPs for the operation of the unit, and provides priorities for resourcing personnel, training, and logistics readiness. During TOC operations, supervises the efforts of staff within the G3 section in the maintenance of Common Operating Picture (COP), conducts analysis and assessment of available information from the battlefield, and as TOC OIC coordinates the review and dissemination of information within the TOC.

Years Commissioned service: 15  
Current rank: Major  
Planned Military Retirement Date: 07 DEC 2020  
Current Security Clearance: Top Secret TS/SCI  
OCONUS Combat Deployments: 2 (Iraq 2005, Afghanistan 2009)  
Key developmental assignments: Platoon Leader, Company Executive Officer, Company Commander, Battalion Plans Officer, Battalion Operations Officer.  
Military Overseas Training assignments: El Salvador/Guatemala RAF 2013, Agile Spirit 2019, Republic of Georgia.

Military Education: Officer Candidate School (leadership), Mounted Officer Basic Course (leadership), Anti-Terrorism Levels I and II, Scout Leader Course, Tactical Electronic Warfare Course, Maneuver Captain's Career Course (leadership), and Cavalry Leader Course.  
Significant Military Awards: Bronze Star Medal with Combat Valor Device, 2 Oak Leaf Clusters, Army Commendation Medal, 1 Oak Leaf Cluster, Army Achievement Medal, 1 Oak Leaf Cluster, Combat Action Badge, Order of the Combat Spur, and the Order of St. George Bronze and Black Medallions.

**American Intercontinental University - Atlanta**  
500 Embassy Row  
6600 Peachtree Dunwoody Rd  
Atlanta, GA 30328 United States

**08/2002 - 03/2007**  
**Hours per week:** 10  
**Adjunct Professor**

**Duties, Accomplishments and Related Skills:**  
Developed curriculum and taught the Advanced Networking and Networking Essentials courses as well as the Master Degree Capstone networking course.  
Courses covered UNIX Administration, TCP/IP configuration, Network Security, as well as Information Technology Management topics.

**VERIZON**

10300 Old Alabama Connector Rd.  
Alpharetta, GA 30022-1117 United States

**08/2001 - 10/2004**

**Hours per week:** 50

**Engineer - Traffic**

**Duties, Accomplishments and Related Skills:**

Monitor cell site usage and capacity in the Georgia CDMA network.

Plan future cell site locations to provide coverage and capacity in the region. Regression and trending of usage data for area planning.

Prepare budget and site build list for coming period.

Sun Unix administration.

Departmental Webmaster of internal site.

---

**GTE WIRELESS**

1 Verizon Place  
Alpharetta, GA 30004 United States

**08/1999 - 10/2001**

**Hours per week:** 50

**Engineer - Network Services**

**Duties, Accomplishments and Related Skills:**

Project lead for national GTEW Prepaid Wireless Engineering.

Capacity planning for all 13 national Prepaid sites using Erlang and CCS analysis. Capital management and purchasing for GTEW Summa IV switch engineering.

Plan and implement new wireless data network equipment. Develop and maintain departmental engineering website.

Cellular Digital Packet Data (CDPD) secure IP administrator.

Troubleshoot CDPD/CDMA problem reports. Generate monthly status reports for executive review.

Technical Subject Matter Expert (SME) for departmental Windows & Unix servers and workstations.

---

**GTE SERVICE CORPORATION**

1 Telecom Parkway  
Tampa, FL 33637 United States

**08/1997 - 08/1999**

**Hours per week:** 50

**ANALYST-INFORMATION SECURITY**

**Duties, Accomplishments and Related Skills:**

Project Manager- Enterprise Security for Open Systems (SeOS) NT security software implementation.

Departmental SME- Windows NT security, implementation, and configuration.

Interviewed, hire, and supervise contract personnel to support various security projects and investigations.

System security administration of Windows NT, Tandem, DEC, UNIX and AS400 servers.

General departmental end-user support including NT domain admin, LAN, ISDN, IRQ conflicts, printer problems, and general Windows 95/NT problems.

Departmental Coordinator- IS Y2K Certification project.

Departmental Coordinator- IS Disaster Recovery Plan.

Departmental Capital Manager- Purchase of capital items and software, as well as quarterly capital expenditure reports.

---

**GTE TELOPS**

610 East Zack St.  
Tampa, FL 33602 United States

**07/1993 - 08/1997**

**Hours per week:** 40

**Customer Service Representative**

**Duties, Accomplishments and Related Skills:**

Sales and billing representative for GTE Telco, Paging, Wireless and Internet products.

Team Lead – Employee Sales Incentive Committee.

---

**Education:**

**American Intercontinental University**

Atlanta, GA United States

Master's Degree 01/2002

GPA: 3.9 of a maximum 4

Major: Information Technology

University of Evansville Evansville, IN United States

Bachelor's Degree 01/1991

Major: History

**Certifications:**

Cisco Certified Network Associate (CCNA), Microsoft Certified Professional (MCP), CompTIA Network +, CompTIA A+

---

# **Deron Moreman**

**\* Atlanta, GA. 30309 \***

## **Professional Sales Experience and Accomplishments**

### **Cogent Communications**

**December 2018-current**

#### **National Account Manager, USA & Canada**

- Calls into “C” Level and VP Level decision makers within small, medium and large sized companies in North America (USA/Canada).
- Responsible for planning, managing and implementing sales strategies to secure net new business
- Hunter/Farmer

### **ALLDATA**

**April 2015-October 2018**

#### **Business Solutions Manager, Georgia & Alabama**

- Calls into “C” Level and VP Level decision makers within small, medium and large sized companies.
- Responsible for planning, managing and implementing sales strategies to grow current customer business and secure net new business
- Automotive mechanical/collision repair software, Shop management system (POS) software. Software as a service (SaaS) solutions sales
- Hunter/Farmer
- FY 2016 National Ranking for Quota Attainment and Product Mix
- FY 2017 National Ranking for Quota Attainment and Product Mix

### **Konica Minolta Business Solutions**

**July 2012-January 2015**

#### **Senior Account Executive, Solutions Consultant**

- Calls into “C” Level and VP Level decision makers within small, medium and large sized companies.
- Enterprise content management and document management sales
- Hardware/Software (SaaS) solutions sales
- Recognized for outstanding hardware and software solution sales.
- Hunter/Farmer
- Received multiple Quarterly Hardware/Software (SaaS) solutions awards in 2013/2014

### **DS Waters of America, Inc.**

**June 2010-March 2012**

#### **Key Account Sales Manager, Southeast & Mid-South Regions**

- Calls into “C” Level and VP Level decision makers within medium and large sized companies
- Over plan for the fiscal year 2011
- Promoted from Key Account Manager, Florida Region to Key Account Sales Manager, Southeast & Mid-South Regions (FL, GA, TN, NC, SC, MS, LA, AL)
- Oversaw corporate account management and net-new prospecting for all corporations based in Southeast & Mid-South regions. Implemented strategies in key markets to achieve and exceed new and existing growth objectives
- Successfully closed multiple Fortune 500 corporations:
  - 1,700+ location Florida based corporation
  - 100+ hospital system based in Alabama
  - Managed and successfully grew product base by 25% within national hospital system based in Central Florida
  - Managed and successfully grew product base within university hospital system based in South Florida
  - In addition, successfully closed multiple high profile targets within education, manufacturing and technology verticals
- Successfully negotiated national Group Purchasing Organization (GPO) contracts (Physician, Ambulatory, Hospital)
- Hunter/Farmer

**OfficeMax Corporation**

**October 2008-November 2009**

**Business Development Executive II, Central Florida**

- Calls into “C” Level and VP Level decision makers within medium and large sized companies
- During sales ramp up over plan for the fiscal year 2008 (total annual revenue 450k)
- Hunter/Farmer position, responsible for acquiring net new business and wallet share growth in existing customer base

**Konica Minolta Business Solutions**

**September 2007-October 2008**

**National Account Representative, Orlando & Jacksonville**

- Calls into “C” Level and VP Level decision makers within medium and large sized companies
- Over plan for the fiscal year 2007
- Closed largest deal for branch in 2008 (40+ systems + software solutions)
- Oversaw corporate account management and net-new prospecting for all national account activity in Jacksonville & Orlando
- Hunter/Farmer

**Oce North America**

**July 2003-September 2007**

**Senior Commercial Account Executive**

- Calls into “C” Level and VP Level decision makers within medium and large sized companies
- Ranked in Top 46 Account Executives out of 1,100 sales representatives across the nation in 2005, 2006 & 2007  
Qualified for 3 Oce Classic Leadership Conferences & received special recognition for sales success
- Promoted in 2005 to Sales Management as Commercial Accounts Team Leader
- Promoted in 2007 to Senior Commercial Account Executive, National Accounts
- Hunter/Farmer

**Education**

Southern Adventist University

- Attended January 1998-May 2001
- Bachelor Arts – History (currently completing final semester – online)
- Extensive community service hours
- Member of the racquetball club

**Computer Skills**

Microsoft Word, Excel, PowerPoint, Publisher, Access, CRM technology (Salesforce.com, Zoho, Seibel, SAP 360, Microsoft), QuarkExpress, Photoshop

**Certifications**

Vision Training Systems

- Currently studying for Six Sigma Green Belt Certification

**References and sales awards furnished upon request**

## **DOUGLAS A. COLLINS**

Ranking Member, U.S. House Committee on the Judiciary  
U.S. Representative, Georgia's 9<sup>th</sup> Congressional District

---

### **EXPERIENCE**

#### **Ranking Member, U.S. House Committee on the Judiciary** **January 2019 – Present**

- Serves as top Republican on the Committee with jurisdiction over immigration, civil liberties, the Second Amendment, intellectual property, criminal justice reform, anti-trust law, regulatory reform, privacy, et al.
- Leads floor debate on all issues within the Committee's jurisdiction
- Publicly communicates the commonsense, confident approach Republicans bring to complex issues

#### **U.S. Representative, Georgia's 9<sup>th</sup> Congressional District** **January 2013 – Present**

- Worked with Republican and Democrat colleagues in the House and Senate to introduce 16 pieces of legislation signed into law by President Trump and President Obama, including:
  - FIRST STEP Act, one of the most significant overhauls of the federal criminal justice system in a generation
  - Music Modernization Act, the largest overhaul of copyright law in nearly 50 years
  - Clyde-Hirsch-Sowers RESPECT Act, protecting small businesses from IRS abuse
  - FILM Act, extending a national tax credit to drive investment in Georgia and across the country
  - Defend Trade Secrets Act, guarding American innovation from economic espionage
  - Substance Abuse Prevention Act, supporting the fight against the opioid crisis
  - Chattahoochee-Oconee National Forest Land Adjustment Act, stewarding Georgia lands for community access and conservation
  - Comprehensive Justice and Mental Health Act, reauthorizing and expanding grant programs for veterans treatment and mental health courts and to provide officers with crisis intervention training
- Re-elected to represent northeast Georgians in 2018 by a 60-point margin
- Advocates for local issues including lake levels and water access across federal reservoirs, orphan counties, rural broadband access, postal service, national forest and land usage, and the interstate water war
- Leads conservative advocacy for broad issues including immigration, criminal justice reform, intellectual property rights, regulatory reform, rural broadband, and prescription drug pricing

#### **U.S. Air Force Reserve Command** **2002 – Present** **Chaplain, (Lt. Col.) HQ AFRC/HCP, IMA to Div. Chief** **Current Rank**

- During Iraq War, completed 2008-2009 deployment to Joint Base Balad, attached to the 332<sup>nd</sup> AEW
- As chaplain, provides spiritual guidance and support to service members
- Advocates for the religious liberty of all service members

**Vice Chair, House Republican Conference** **January 2017 – January 2019**

- Member of House Republican leadership focused on messaging key priorities, including health care and tax reform
- Elected with 72% of Conference vote
- Worked alongside Republican administration to execute key conservative legislative priorities

**State Representative, Georgia’s 27<sup>th</sup> District** **January 2007 – January 2013**

- Steered legislation to strengthen the HOPE Scholarship program for Georgia’s future generations
- As Floor Leader (2011-2013), helped implement Governor Nathan Deal’s agenda through the Georgia State House

**Partner, Collins and Csider Law Firm** **2009 – 2012**

**Pastor, Chicopee Baptist Church** **November 1994 – July 2005**

**SERVICE & LEADERSHIP**

<b>Hall County Chamber of Commerce Distinguished Citizen Award</b>	<b>2019</b>
<b>Allegheny College Prize for Civility in Public Life</b>	<b>2019</b>
<b>Javits Prize for Bipartisan Leadership</b>	<b>2019</b>
<b>Bipartisan Policy Center Legislative Action Award</b>	<b>2019</b>
<b>Family Research Council True Blue Award</b>	<b>2014 – 2019</b>
<b>U.S. Chamber of Commerce Spirit of Enterprise Award</b>	<b>2014 – 2019</b>

**EDUCATION**

<b>Atlanta’s John Marshall Law School, <i>Juris Doctor</i></b>	<b>2008</b>
<b>New Orleans Baptist Theological Seminary, <i>M.Div.</i></b>	<b>1996</b>
<b>North Georgia College and State University, <i>B.A. (Political Science and Criminal Law)</i></b>	<b>1988</b>

Edwin C. Humphreys III

Fort Valley, GA 31030

Colonel (Ret) Humphreys was born September 28, 1943, in Big Springs, Texas. He moved around the country with his father who served over 30 years in the Air Force also retiring a Colonel. He attended and graduated from Bellevue High School, Bellevue, Neb., in 1961. He received a bachelor's degree in business administrative and management from the University of Mississippi in 1966. He earned a master's of science degree in general business administration/ management from Troy State University, Troy, Ala., in 1976. He completed all levels of US Air Force Professional Military Education (PME) in-residence: Squadron Officer School in 1972, Air Command and Staff College in 1978 and the Industrial College of the Armed Forces in 1983.

After receiving his commission through the Air Force Reserve Officer Training Corps (ROTC) program at the University of Mississippi, Colonel Humphreys completed a 9-month Aircraft Maintenance Officer Course at Chanute AFB, Ill. His first assignment was with the 1001st Air Base Wing (HQ Command) as a flight line maintenance officer, in both Organizational Maintenance Squadrons (1002nd and 1003rd OMS). The aircraft he supported were C-54, C-118, T-33, U-2, and C-47's.

In July 1968, he was assigned to the 14<sup>th</sup> Air Commando Wing, Nha Trang Air Base (AB), Republic of Vietnam, in the 14<sup>th</sup> Field Maintenance Squadron (FMS) as the Officer in Charge (OIC) of the Fabrication Branch. Remaining at Nha Trang, he was reassigned to the 14<sup>th</sup> FMS Aerospace Systems Branch and subsequently moved to the 71<sup>st</sup> Special Operations Squadron (SOS) as the first active duty squadron maintenance officer for the AC-119G "Shadow" gunships. The squadron was redesignated the 17th Special Operations Squadron upon the departure of the Air Force Reserve unit that brought the gunship to the theater. As Nha Trang AB was the main support base responsible for performing the major inspections on all in-country AC-119G's, he flew ferry and combat missions from Nha Trang as well as from all the 17<sup>th</sup> SOS operating locations at Ton San Nhut (Saigon) air base. He was awarded the Bronze Star and the Republic of Vietnam Cross of Gallantry for his actions and service in South Vietnam.

As a Captain, he returned to the United States in July 1969 and was assigned as the maintenance supervisor for the 55th Organizational Maintenance Squadron, 55th Strategic Reconnaissance Wing (SAC), Offutt AFB, Nebraska. A year and a half later, he was selected to become a non-rated aircrew member on the EC-135 Strategic Air Command's Airborne Command Post "Looking Glass" and flew over 5,000 hours on the airborne battle staff as a logistics controller.

In May 1974, Captain Humphreys was transferred to Aviano Air Base, Italy, as the maintenance control officer for the 40th Tactical Group (USAFE). Following selection to Major and his three-year tour in Italy, he was competitively selected to attend the Air Command and Staff College, Maxwell AFB, Ala., completing the course in June 1978. From July 1978 to July 1980, Major Humphreys participated in an Air Staff sponsored career broadening program at the Warner Robins Air Logistics Center, Robins AFB, Ga.

After 2 years at Robins AFB, he was selected to assumed command of the 89th Organizational Maintenance Squadron, 89th Military Airlift Wing (MAC), Andrews AFB, Md., in July 1980. As Commander, he was responsible for the safe and reliable transportation of the President of the United States by maintaining the presidential aircraft "Air Force One", as well as the rest of the presidential fleet and other special mission aircraft. After this prestigious duty, now promoted Lt Colonel Humphreys

Humphreys

was again competitively selected to attend a military senior service school and graduated from the Industrial College of the Armed Forces (ICAF), Fort McNair, Washington, D.C., in July 1983.

Following graduating from ICAF, Lt Col Humphreys was assigned to Headquarters Air Force Military Personnel Center (AFMPC), Randolph AFB, Texas, as the Chief, Logistics Assignment Branch (Palace Log). From this position, he was responsible for the personnel management, assignment and professional development for over 8,000 Air Force logistics officers. He was promoted to Colonel during this assignment.

He was assigned to the 3246th Test Wing, Eglin AFB, FL in the summer of 1987 as the Deputy Commander for Maintenance. There, he led all maintenance and munitions activities for developmental munitions and electronic testing of highly modified one-of-a-kind fighter aircraft with a 1,700-person support group to unprecedented levels of productivity and customer satisfaction. Which resulted in being recognized in 1991 as the Best Maintenance Organization in the entire U.S. Air Force and receiving the coveted Maintenance Daedalian Award. Col Humphreys received the Air Force Legion of Merit for his performance in this position.

In Jun 1991, he and family were assigned to RAF Mildenhall AB, UK as the Group Commander of newly created 100<sup>th</sup> Regional Support Group. There he created, managed and lead a unique organization that maintained and stored logistics, munitions, medical equipment, supplies, and facilities throughout the UK and northern Europe. The equipment and personnel were there to support deploying US Air Forces into the European theater in the event of war or national emergency. He was awarded his 2nd Air Force Legion of Merit for his service and performance in this critical and challenging job. Returning to the Robins AFB, GA in Jan 1994, he retired and settled in the middle GA area.

The colonel's military decorations and awards include the Legion of Merit Medal with oak leaf cluster, Bronze Star Medal, Meritorious Service Medal with four oak leaf clusters, Air Force Commendation Medal with two oak leaf clusters, Air Force Presidential Unit Citation, Air Force Excellence Award with one oak leaf cluster, Air Force Outstanding Unit Award with three oak leaf clusters, Combat Readiness Medal, Humanitarian Service Medal, National Defense Service Medal, Small Arms Expert Marksmanship ribbon, Vietnam Service Medal with five service stars, Republic of Vietnam Gallantry Cross with four palms and Republic of Vietnam Campaign Medal. He also wears a non-rated aircrew member badge and a master aircraft and munitions maintenance badge.

Following 1 year of "retirement" where he built is home in Fort Valley, Colonel (Ret) Humphreys went to work for a defense contractor, MTC Technologies, Inc, from March 1995 to November 2007. He moved through the corporate structure to become a Senior Vice President and an officer of the company. He was responsible for the profit and loss business operation of the company's Dayton Ohio Operations supporting HQ Air Force Material Command organization, the 3 Air Logistics Centers at Warner Robins, Georgia; Ogden, Utah; Oklahoma City, Oklahoma, Operations supporting US Strategic Command at Omaha Nebr., and the Los Angeles CA operations supporting the Space and Missile Center. His units produced annual revenues of over \$75 million. He was the Program Manager for the Flexible Acquisition and Sustainment Tool (FAST) contract – one of six prime contractors with a team of over 100 subcontractors. He developed, captured, and grew new business that generated over \$1.3 billion dollars of awarded work.

With a pending acquisition by BAE Systems, Colonel (Ret) Humphreys moved to General Dynamics Information Technology (GDIT) in November 2007 where was employed as a Senior Director working strategic business development opportunities.



Humphreys

He retired from GDIT in Jan 2015 and now spends his time enjoying being a Master Judge in the Georgia Barbeque Association, growing a multitude amount of vegetables and spending time with his family while working on his doing things on his "Bucket list". His latest adventure in September 2015 was an 8-day white water and camping trip, with his brother, down the Colorado River in the Grand Canyon. Many other trips/adventures are planned. He is active in following and participating in community "politics".

**Education**

Executive Development (MS equivalent) - The Industrial College of the Armed Forces, 6/83

MS Management - Troy State University, 6/76

BBA General Business - University of Mississippi, 1/66

**Professional Affiliations**

The Military Officer Association (MOOA) - Formally TROA

**Professional Development**

Squadron Officers' School, Maxwell AFB AL

Air Command and Staff College, Maxwell AFB AL

Industrial College of the Armed Forces, Ft McNair, Washington D.C.

**Awards**

Two (2) Legions of Merit

Bronze Star

Various Military Awards and Decorations

Air Force Daedalian Award winner 1991 (Best Maintenance Organization in Air Force)

Col (Ret) Humphreys is married to the former Suellen Yancey of Fort Valley GA. They have three children: Cole, Jennifer, and Jeff.

# Elizabeth A. Fasano

## Achievements:

- Helped in the consolidation of multiple manufacturing facilities accounting to the corporate office which resulted in the company saving thousands of dollars on storage of records.
- Implemented a new system for ease of reporting using the accounting software and MS Excel.
- Helped WEC save hundreds of dollars annually on credit card fees by having a consolidated invoice of all company issued cards as well as helped implement a mileage program to save the company thousands of dollars annually on travel.

## Professional Experience:

**Verner H. Free, CPA, Suwanee, GA**

**December, 2014 – Current**

**Accountant**

Responsibilities include:

- Monthly, quarterly, and yearly bookkeeping for clients
- Weekly, monthly, and quarterly payroll processing and tax filings for clients
- Monthly, quarterly, and yearly sales tax filings for clients
- Worker's Compensation audits
- Business Property Tax filings for clients

**Grayling Industries Inc., Alpharetta GA**

**August, 2013 – April, 2015**

**Staff Accountant**

Grayling Industries is a North American manufacturer of specialized flexible film products for industrial applications. The markets that we serve are industrial packaging and environmental safety.

Responsibilities include:

- Performed month end close and prepared monthly financial reports
- Prepared and entered journal entries
- Prepare monthly bank statement reconciliations
- Prepared monthly account reconciliations
- Accounts Payable
- Weekly check runs
- Invoicing
- Accounts Receivable
- Issue 1099 forms
- New customer set up
- New supplier set up

**ADG Enterprises, Inc., Suwanee, GA**

**November, 2012 – April, 2013**

**Office Manager/Bookkeeper**

ADG Enterprises, Inc. is a small business female owned company whose main performance is in construction, janitorial, abatement and logistics.

Responsibilities included:

- Prepared monthly account reconciliations
- Prepared and entered journal entries
- Maintained daily cash spreadsheets
- Payroll
- Accounts Payable
- Invoicing
- Accounts Receivable
- Assisted Proposal Administrator with deadlines
- Issue 1099 forms
- Managed 5 employees

Laid off due to company downsizing

**Prymak, Suwanee, GA**

**October, 2012 – November, 2012**

**Analyst (Contract)**

Prymak helps financial and lending institutions such as Regional Banks, Credit Unions, Community Banks and Mortgage Companies to determine technology solutions to reduce the risk of regulatory compliance, fraud prevention and data security, while adding value to their process chain.

Responsibilities include:

- Press Release notification via email and phone to all publications/associations within the financial and lending institutions.

**WEG Electric Corp/WEG Service Co., Duluth, GA**

**July, 2005 – June, 2012**

**Staff Accountant**

WEG is a multimillion-dollar privately held distributor of motors, generators, transformers, drives & controls.

Responsibilities included:

- Month end close
- Prepared monthly financial reports
- Maintained daily cash spreadsheets
- Prepared and entered journal entries
- Maintained prepaid expenses and accrual schedules
- Prepared monthly account reconciliations
- Processed TAM's, outside sales, Area Manger's and Inside Sales commissions
- Processed Progress Billings and Drop Ship invoices from all WEG branches
- Plan administer for Runzheimer vehicle mileage & American Express Credit Card
- Assisted with yearly budgets for all departments within the organization
- Filed of Sales & Use Tax forms for multiple states
- Maintained Fixed Asset inventory
- Issued 1099 forms
- Prepared and filed Property Tax returns for multiple states
- Assistant manager of the accounting department of 10 employees.

## **Additional Experience:**

**Pike Nursery Holdings – Staff Accountant**

March 2003 – July 2005

**NAIFA-Georgia – Member Support Coordinator (Part-time)**

April 2002 – March 2003

**Mrs. Smith's Bakeries – Accounting Specialist**

June 1998 – April 2002

## **Education:**

### **Bachelor of Science**

Major: Accounting

SUNY at Old Westbury, Old Westbury, New York

December 1990

Sage Software Continuing Education in the fixed assets area

June 2009 and June 2011

## **Skills:**

- Experience with accounting software programs including, MAS 200, QuickBooks, SAP, AS400 and Apprise.
- Experience with database management programs Sage, Access, Crystal, Monarch, and FRX
- Excel spreadsheet creation and management including V lookups and pivot tables.
- Passed Continue Education for Individual Tax Return filing.

# ERIC IVERSEN

██████████ | Kennesaw, GA 30144 | ██████████

## OBJECTIVE

- I am seeking an opportunity to work in an environment where I can provide value and develop and learn new skills; while simultaneously enriching my life through new experiences and giving back to the community

## EDUCATION

**Bachelor of Science, Biology;** with Chemistry Minor **GPA: 3.01**  
Kennesaw State University, Kennesaw GA

**Graduation: July 2012**

## EXPERIENCE

### Laboratory

- Academic Experience:** Gas chromatography-mass spectrometry, NMR, infrared spectroscopy, techniques of chromatography, techniques of distillation, solution preparation, blood typing, and analysis of plasmid DNA by restriction digestion.
- Professional Experience:** Development of SOP's, validation and operation of general chemistry instruments, hands on professional training with validation and operation of LC/MS/MS instruments, experience with diagnostic and imaging equipment, QA and QC procedures, and compliance and accreditation.

### Medical

- Academic Experience:** Preceptorship with medical specialist Dr. Lawrence at her rheumatology practice.
- Professional Experience:** Regular interaction with medical physicians, staff, and patients. Involvement in operation and management of medical practices. Proficient in successfully staffing, managing, and leading new staff in becoming self-sustaining.

### Field

- Academic Experience:** Collection of terrestrial and aquatic/marine specimens, laying terrestrial and marine transects, fauna identification, botanical identification, making biological and geographic measurements, measuring turbidity and salinity of marine environments, and making field observation/recordings.
- Professional Dive Experience:** Regular underwater operations through scuba or surface supply, underwater communication, practiced with underwater emergencies protocols, involvement in marine animal collection, experience with new dive technologies.
- Professional Aviation Experience:** Part 91 and 135 aviation experience with charter company including SIC training, professionally supervised multiengine turbine time, IFR training, and practice with commercial ATC communication. Additional hands on experience as aviation mechanic apprentice running supervised compression test, annuals, and regular maintenance.
- Personal Experience:** experience with high altitude mountaineering and climbing, practiced marksmanship, knowledge of survival techniques.

### Software

- Proficient with Microsoft Word, Excel, PowerPoint, and iOS equivalents. Also, ability with Quickbooks, FloorDesign, and Wordpress.

## ADDITIONAL EXPERIENCE

- Currently a volunteer diver at the Georgia Aquarium with over 1000 hours served since 2012
- Volunteer/serve several charities including Operation Christmas Child, Christmas Angels, Must Ministries, and the Saint Baldrick's cancer charity.
- Enrolled in the Air Force Recruit Officer Training Corp (AFROTC) at Georgia Tech in 2007 and 2008 AS 200 cadet.
- Worked a 3-month tour as a deckhand for American Cruise Lines onboard the American Glory in 2006.
- Spent 4 to 5 weeks assisting in the relief effort of New Orleans after hurricane Katrina in 2005.
- Studied in Denmark for a year while enrolled in the international baccalaureate (IB) program.

## MOST RECENT WORK EXPERIENCE

**Clinical Laboratory Technical Supervisor**  
*Independent Contractor*

**June 2016 to Present**

- Ensure laboratories are operating in compliance with their accrediting body and CLIA (Clinical Laboratory Improvement Amendments)
- Identify and implement testing procedures, methodologies, and new tests that are relevant for the lab
- Confirm that the laboratories SOPs maintain proper QA (Quality Assurance) and QC (Quality Control)
- Conduct regular soft audits on the labs to ensure the highest quality results and operation
- Additional duties; filing licensure renewals, ensuring regular staff training and safe lab operations, and handling technical issue within my abilities.

**Healthcare Implementation and Compliance Officer**  
*Clinical Laboratory Consultants, LLC*

**August 2015 to March 2019**

- Identify and develop operating procedures to improve patient care and provide increased revenue to practices, labs, and hospitals.
- Provide consulting services for laboratory compliance, staffing, implementation, operation, and development.
- Maintain customer relationships through managing consumable orders and ensuring regular contact.
- Sales, specifically with Toxicology, Wellness, and Genetic testing laboratories

**Server**  
*Chicago's Steak and Seafood*

**November 2006 to October 2015**

- Provide an exceptional dining experience in a fast-paced environment to insure guests satisfaction and continued patronage.
- As senior staff, verify that all other servers completed their duties in order to maintain a functional restaurant.

**Aviation Mechanic and PIC flight Assistant****June 2014 to September 2015***Atlanta Air Charter*

- Learning to work on aircraft as aviation mechanic apprentice
- On-call PIC assistant for Delta part delivery, received SIC training in King Air B200's

**CERTIFICATIONS**

- AAB (American Association of Bioanalysts) board approved for MT certification (exam pending)
- Certified rescue diver through NAUI, Divemaster through SDI
- Professionally certified first aid, CPR/AED, and oxygen administration through DAN DFA program.
- FAA private pilot certificate (VFR), with multiengine and IFR training. (roughly 130 hrs.)

**HONORS & ASSOCIATIONS**

- Dean's List, multiple semesters
- Member of Tri-Beta National Biological Honors Society
- Member of the American Chemical Society (ACS)
- Member of Aircraft Owners and Pilots Association (AOPA)
- Member of Southeastern Cave Conservatory (SCCi)

# Forrest Johnson

---

LaGrange, Ga. 30240 •

## *Education*

---

### **Master of Public Administration**

expected August 2020

*University of Southern California, Los Angeles, California*

### **Bachelor of Arts in International Affairs**

December 2011

*University of Georgia, Athens, Georgia*

## *Experience*

---

### **Founder/Incorporator**

March 2019 – July 2019

*Troup County Tourism Development Authority, LaGrange, Georgia*

Responsibilities included:

- Completed procedures to incorporate Troup County Tourism Development Authority as a non-profit organization with the State of Georgia and Internal Revenue Service.
- Established the mission statement, goals and objectives, budget, and strategic vision for the organization and how it would promote and grow tourism in LaGrange and Troup County.
- Conducted outreach to build a coalition of local leaders to act as a temporary board of directors.
- Wrote the by-laws establishing how the organization would function and conduct affairs in achieving its mission and goals.
- Developed a proposal to respond to the City of LaGrange's search for a new destination marketing organization.

### **Admissions Counselor/Marketing Specialist**

August 2016 – March 2019

*LaGrange College, LaGrange, Georgia*

Responsibilities included:

- Traveled to college fairs, meeting prospective students and promoting the college. Spoke to students and families that visit LaGrange College, introducing them to the campus.
- Served as liaison on marketing campaigns, bridging the admissions and marketing departments.
- Processed immigration visas and assisting international students wishing to study at LaGrange College.
- Organized and hosted major admissions department functions such as preview days and scholarship weekends.

### **Legal Assistant**

March 2015 – March 2016

*Willis McKenzie, LLP, LaGrange, Georgia*

Responsibilities included:

- Researched judicial precedents for use in legal briefs, aided in writing court motions and orders.

- Worked extensively with the County Attorney to prepare resolutions and ordinances.
- Outlined and analyzed depositions to be used in questioning witnesses at trial.
- Organized and analyzed medical records for use in trial and court motions.

### **Social Media Coordinator**

November 2014 – March 2015

*LaGrange Art Museum, Lagrange, GA*

Responsibilities included:

- Developed social media strategies to maximize exposure of LaGrange Art Museum
- Wrote and designed content for online outlets to effectively relay information.
- Tracked data better interact with museum patrons and supporters.

### **Museum Coordinator**

December 2007 – May 2008 and December 2011 – March 2015

*Legacy Museum and Troup County Archives, LaGrange, Georgia*

Responsibilities included:

- Arranged and conducted tours for large groups, including senior citizens and elementary class trips and develop worksheets and activities for visiting children.
- Greeted and directed patrons, researchers, museum visitors, and general public.
- Recruited volunteers, coordinated volunteer schedules, and oversaw museum gift shop operations.
- Coordinated with the archivist and curator on selecting and arranging artifacts for rotating exhibits.
- Managed newly acquired records and disposal of expired records under direction of executive director.
- Answered requests for government and education records; provided education records in less than ten minutes and court records in less than an hour.
- Maintained a Microsoft Excel database to keep track of over 150 years of court, education, property, and tax records stored in five locations in three different buildings to better facilitate record retrieval.

### *Additional Skills*

---

Extensive knowledge of Windows 10. Comfortable using the latest version of Microsoft Office and all associated software including Word, Excel, and PowerPoint. Working knowledge of social media for businesses, blog engines such as Word Press, data organization software. Well versed in business travel procedures and expense accountability practices.

### *International Experience and Language Skills*

---

Extensive travel in and advanced knowledge of British and European culture. Participated in study abroad programs in South Korea and China, providing excellent exposure to Korean culture, customs, and mannerisms. Good understanding of written and spoken Spanish and Italian and understanding of written Korean.

### *Honors*

---

Hatton Lovejoy Graduate Studies Scholarship Recipient, 2018 to present  
President's List, University of Southern California, Summer and Fall 2018



## *Community Involvement*

---

Rotary Club International, LaGrange, Georgia, January 2017 to present  
Director of Public Relations, Rotary Club International, LaGrange, Georgia, July 2018 to present  
Deacon, First Baptist Church Manchester, Manchester, Georgia, August 2015 to August 2018  
Member Board of Directors, LaGrange International Friendship Exchange, May 2017 to present  
Member at Large, Church Council, First United Methodist Church, January 2019 to present  
Emcee, International Street Festival, LaGrange, Georgia, September 2018 to present  
Emcee, Krewe of Mask Mardi Gras Parade, LaGrange, Georgia, February 2019  
Participant, Racial Trustbuilding Initiative, LaGrange, Georgia, Fall 2018  
Member, Sons of the American Revolution, LaGrange, Georgia, 2011 to present  
President, LaGrange Chapter Sons of the American Revolution, LaGrange, Georgia, 2013 to 2014  
Participant, Darkness to Light Training, May 2018  
Member Board of Directors, Lafayette Society for Performing Arts, LaGrange, Georgia July 2018 to present

# Gary K. Moseley

Newnan, Georgia 30265

- Commitment (as a lifetime Republican) to continually increasing efficiency in government programs, to the importance of obtaining the most value possible for taxpayers, and to an expectation of integrity for all public servants (hired, appointed, or elected)
- Over thirty years of continuous professional work experience within public sector housing, non-profit housing, and educational administration (all while having served across the entire of Georgia)
- A professional philosophy built upon the undeniable dignity and the intrinsic worth of serving others
- A belief that public servants can still carry out their daily responsibilities while simultaneously adhering to their deeply held faith and to their traditional family values
- Extremely effective communicator in both written and verbal mediums to vast and diverse audiences
- Experience in numerous HUD Programs: HCV, FSS, DHAP, S+C, CoC, HOME, and CHIP
- Knowledge in navigating and interpreting the Code of Federal Regulations (CFR)
- Knowledge regarding the intricacies of Intergovernmental Relations (local, state, & federal)
- Knowledge of, and empathy for, Very Low/Low Income/Moderate Income communities and families

---

## Professional Experience

---

*NEIGHBORWORKS COLUMBUS*, Columbus, Georgia

**Research and Acquisitions Analyst, Real Estate Production** – August 2018 through present

- Planning and programmatic compliance for housing programs including the HOME Investment Partnerships Program and the Community HOME Investment Program (CHIP).
- Conducting research and creating written documents, reports, summaries, and presentations for conveying the importance of various housing and community revitalization projects.
- Intergovernmental relations as a point-of-contact representing the concerns of a non-profit housing developer/provider while interacting with local, state, and federal government partners.
- Serving as a team member of a non-profit housing developer/provider which undertakes challenging community revitalization projects in Extremely Low Income and Low Income targeted neighborhoods.
- Advocacy for viably sustainable community-based solutions for neighborhood revitalization and affordable housing which are readily accessible and equally available to all.

*GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS (DCA)* – **RETIRED AS OF JUNE 01, 2018**

**Compliance Officer, Housing Policy and Administration Division, Atlanta** – 2010 through June 2018

- Perform Initial and Annual Housing Quality Standards (HQS) Inspections for Georgia's statewide Shelter Plus Care Program.
- Provide immediate response to Shelter Plus Care grantee submitted Inspection Request Forms.
- Complete full monthly reports detailing all inspections and community-based agencies served.
- Conduct HQS Training as a Shelter Plus Care team member for all grantee agencies as a part of DCA Quarterly Training sponsored by the Office of Program and Public Affairs.
- Represent DCA Shelter Plus Care Program at national housing conferences.
- Provide excellent customer service to Shelter Plus Care agencies.
- Maintain confidentiality of statewide individual consumer and programmatic critical information.

**Special Assistant, Rental Assistance Division, Atlanta and Tucker** – 1999 through 2010

- Coordinated administration of DCA Katrina Disaster Housing Assistance Programs.
- Completed weekly and monthly status reports for KDHAP/DHAP Program to HUD.
- Supervised and motivated DCA staff.
- Hearing Officer for DCA Housing Choice Voucher Program.
- Conducted Section Eight Management Assessment Program (SEMAP) internal reviews of DCA Housing Choice Voucher regional offices.
- Represented DCA Housing Choice Voucher Program at several nationwide assisted housing professional association conferences.

---

## Professional Experience (continued)

---

### *GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS (DCA)*

#### **Area Housing Administrator, Rental Assistance Division, Eastman and Albany** – July 1989 through 1999

- Conducted field-based administration for DCA of HUD Housing Choice Voucher Program.
- Scheduled large caseloads of participants for annual program recertification and annual responsibility briefings for families, including accurate income eligibility assessment and rental subsidy calculations.
- Conducted HQS Inspections of privately owned housing units for program eligibility.
- Negotiated reasonable rents within Fair Market Rent ranges.
- Served as a front-line resource across the assigned region while representing DCA/GHFA/GRFA.

### *PIEDMONT COLLEGE, Demorest, Georgia*

#### **Admissions Counselor** – July 1986 through June 1989

- Represented Piedmont College (including student life, academics, athletics, and campus community) at annual college recruitment programs across the southeastern United States.
- Led campus tours for prospective entering freshman students and college transfer students, reviewed SAT and ACT score results for making admissions decisions on entering students.
- Served as a collaborative team member working as part of an aggregate admissions strategy to maintain the historical lineage of the college while simultaneously expanding the recruitment span of the institution to increase the diversity and the academic quality of incoming students.

### *LOWER CHATTAHOOCHEE AREA REGIONAL DEVELOPMENT COMMISSION (RDC), Columbus, Georgia*

#### **Columbus State University Summer Intern** – June 1985 through August 1985

- Completed various introductory practical work assignments within the Lower Chattahoochee Area Planning and Development Commission during an unpaid initial professional exposure to public service summer internship under supervision of Dr. Joe Mahan (LCAPDC) and Dr. Bill Chappell (Department Chair and Academic Advisor, Columbus State University Department of Political Science).

---

## Professional / Personal Development

---

- Represented Georgia DCA as a member of the multi-agency Georgia Disaster Housing Task Force.
- Recipient of Governor's Commendation for Customer Service (2010) as an emergency response Georgia Disaster Housing Task Force member.
- Volunteered at FEMA (in representation of DCA) within Disaster Recovery Centers in aftermaths of numerous natural disasters across Georgia.
- Completed a full "audit" course of training as a student for the Georgia Oglethorpe Award process.
- Served as a participating advisory member for an on-going DCA Continuous Improvement Team.
- Completed a DCA training course on Stephen R. Covey's Seven Habits of Highly Effective People.
- Given extemporaneous speeches at Toastmasters Meetings within the Georgia DCA chapter.
- Frequent and successful interaction with regularly submitting expense reports within Concur network.
- Volunteering monthly as a "Face Team" member welcoming guests to Christ Community Church.
- Attendance as a team member at NeighborWorks America Training Institute (NTI) for non-profits.

---

## Education

---

### **Master of Public Administration** (1994)

Georgia College and State University; Milledgeville, Georgia

### **Bachelor of Science, Major: Political Science; Minor: Criminal Justice** (1986)

Columbus State University; Columbus, Georgia

## GEORGE M. HILLER JR.

Atlanta, GA 30306

**OBJECTIVE:** To serve the state of Georgia and our nation in the United States Senate as the appointee of Governor Brian Kemp. As a 2<sup>nd</sup> generation small business owner and 4<sup>th</sup> generation Georgian, I understand the importance of hard work in service to others and the values of courage and dependability. If appointed, I will faithfully serve the citizens of Georgia with strong leadership and uncompromising principles. Thank you for the consideration.

### PROFESSIONAL EXPERIENCE

#### **GEORGE M. HILLER COMPANIES, LLC**

Atlanta, GA

The George M. Hiller Companies, LLC is a full service asset management firm specializing in investment portfolio construction, estate, retirement, and tax planning, charitable gifting strategies, and philanthropic counsel. The firm serves clients in 27 US states comprised of high net worth individuals and families, medical and law professionals, professional athletes, pension and retirement plans, and foundations and charities.

#### ***Vice President***

*2004 to Present*

Overall firm strategy and management, security analysis, macro-economic analysis, portfolio modeling and construction, equity and fixed income trading, comprehensive financial planning and plan presentation, new client development and client relationship management

- Responsible for the stewardship of firm and client assets under management of \$150 million
- Built and established strong relational equity with leaders in government, academia, sports and entertainment and professionals in cross-functional areas of law, accounting, and risk management
- Development and lead manager of specialized planning division and strategic business unit for professional athletes

### EDUCATION

#### **EMORY UNIVERSITY, GOIZUETA BUSINESS SCHOOL**

Atlanta, GA

MBA

*May 2016*

- 2015 Goizueta Business School Evening MBA United Kingdom Colloquium – Class creator and Student Lead
- Directed Study Spring 2016 - *Bobby Jones and the Masters Tournament*
- 2016 Goizueta Business School Leadership Academy
- 2017 Goizueta Business School Evening MBA “Brexit” Colloquium Teaching Assistant

#### **LONDON SCHOOL OF ECONOMICS**

London, United Kingdom

Summer School 2013, International Relations, Foreign Policy Analysis

*July 2013*

#### **UNIVERSITY OF GEORGIA, TERRY COLLEGE OF BUSINESS**

Executive Program for Financial Planning Certification

*January 2008*

#### **SAMFORD UNIVERSITY**

Birmingham, AL

B.S.B.A

*Dec 2003*

### AWARD AND RECOGNITION

Emory University, Goizueta Business School MBA Core Value Award – *Integrity*

*May 2016*

### ADDITIONAL CREDENTIALS, INTERESTS, AND ACTIVITIES

- Certified Financial Planner™ Practitioner, CFP®
- NASD Series 65 Securities License
- Notah Begay 3 Foundation, Board of Directors [www.nb3foundation.org](http://www.nb3foundation.org). The mission of the Notah Begay 3 Foundation is to ensure Native children achieve their full potential by advancing cultures of Native American community health.
- The Maclellan Foundation, Chattanooga TN, *The Transforming Scotland Project*, Oct. 2012 - present
- Philosophy, science, United States history, USA / United Kingdom diplomacy, global travel experience to over 40 countries, running, golf

## WORK EXPERIENCE

### **Crawford & Company**

September 2018 - Present

#### *Compensation Manager*

- Leader for job consolidation project where 650 job titles/code were consolidate to 500 jobs through evaluation and benchmarking
- Leader for annual merit process and bonus payment/calculation process
- Assisted Chief People Officer in preparing for annual board meeting and compensation committee meeting
- Created new sales plan for Account Management and Business development teams to align across multiple business units
- Implemented new process between HR Information System and Compensation to avoid redundancies in job code administration

### **Exide Technologies**

January 2018 – September 2018

#### *Compensation Manager*

- Completed implementation of Mercer IPE job evaluation system for global integration
- Leader for job evaluation and grading process for all levels of the organization
- Created and led compensation education seminars for HR Business Partners and director level population
- Led annual merit process and bonus payment/calculation process
- Worked directly with 401(k) and pension plan administrator

### **Newell-Rubbermaid**

August 2015-December 2017

#### *Senior Compensation Analyst*

- Responsible for training, development and performance management of two junior analysts
- Market price new jobs against survey database to assign a grade level that is competitive with market
- Assist in job titling project to create a simpler system for new and existing roles
- Worked with Sr. Sales Compensation manager on new formula for sales payout method/timings
- Enter survey data to vendors for North America region and executives
- Compensation lead on annual proxy filing
- Worked with our enabling functions (HR, Finance, Legal and IT) on compensation recommendations for promotions and new roles
- Partner with two of our divisions (\$1B+ in sales) on compensation recommendations for promotions, new roles, and ad hoc projects

### **Meridian Compensation Partners**

September 2011-August 2015

#### *Executive Compensation Consultant*

- Provide compensation consulting services to Fortune 1000 companies, senior management, and Board of Directors including job design evaluation, and competitive market analysis
- Research company's financial performance using financial modeling and examination of financial reports to determine whether top 5 executives and senior management were paid accordingly
- Market Pricing analysis for top 50 positions
- Assist in the execution of the practice's business plan through practice development activities, speaking opportunities and training of junior staff members

## EDUCATION

### **Terry College of Business – University of Georgia**

Class of 2017

*Masters in Business Administration (Human Resources & Management)*

### **Goizueta Business School of Emory University**

Class of 2011

*Bachelors in Business Administration (Management & Analysis)*

## OTHER INFORMATION

Survey Systems: Mercer WIN, ePrism, CompSource, Equilar, CompAnalyst, Payfactors  
Computer: Advanced in Excel, PowerPoint, and Word  
Languages: English, Hindi, Urdu  
Certification: Lean Six Sigma, Green Belt

## PERSONAL DETAILS

---

Address [REDACTED] Decatur GA 30033  
Phone [REDACTED]  
Mail [REDACTED]  
Citizenship USA

## EDUCATION

---

**BioEngineering (Ph.D. in Progress)** [REDACTED] 2017-  
*Georgia Institute of Technology*  
Research interests include medical microbiology and complex system dynamics.

**B.S. Mechanical Engineering - Summa Cum Laude** [REDACTED] 2013-2017  
*Southern Polytechnic College of Engineering*  
Research in system dynamics, control theory, and biomechanics.

## CURRENT RESEARCH

---

Modeling complex microbial communities in the diseased lung microenvironment and their metabolic function

Quantifying the effects of antibiotics on microbial communities

Techniques for reduction and simplification of large-scale biological systems

## PUBLICATIONS

---

Kumbale, C.M.\*, **Davis, J.D.\***, & Voit, E.O., (2019). Models for personalized medicine. *Accepted for publication*

**Davis, J.D.\***, Kumbale, C.M.\*, Zhang, Q. & Voit, E.O., (2019). Dynamical systems approaches to personalized medicine. *Current opinion in biotechnology* (Vol. 58, pp. 168-174)

**Davis, J.D.**, & Voit, E.O. (2018). Metrics for regulated biochemical pathway systems. *Bioinformatics*.

Tekeş, A. & **Davis, J.** (2017). Dynamic analysis of five link slider crank mechanism. *Early Career Technical Journal* (Vol. 16, Sec. 1, pp. 8-14)

**Davis, J.**, & Tekeş, A. (2017). Path tracking using model based control of rigid 5 bar mechanism. *Early Career Technical Journal* (Vol. 16, Sec. 1, pp. 3-7)

Ruhala, R. J., **Davis, J.D.**, & Karasek, D. Y. (2015). Investigation of noise pollution on campus due to building chillers. *INTER-NOISE and NOISE-CON Congress and Conference Proceedings* (Vol. 250, No. 2, pp. 5041-5046). Institute of Noise Control Engineering.

## **TEACHING EXPERIENCE**

---

### **Teaching Assistant**

2016-2017

*ME 4501 - Vibrations and Controls Laboratory - Southern Polytechnic*

Assists with preparing labs, evaluating reports, and providing guidance for students. Labs include vibrations and damping of mass-spring systems, acoustics analysis, control of a jet engine simulator, and design of a PID controller. Designed labs for modeling and control of a servomotor system and modeling of a coupled water tanks system.

## **LABORATORY EXPERIENCE**

---

### **Laboratory for Biological Systems Analysis**

2017 -

*GA Tech and Emory - Dr. Eberhard Voit*

Analysis of complex biological systems.

### **Dynamics and Control Group**

2016-2017

*Southern Polytechnic - Dr. Ayşe Tekeş*

Responsible for performing experiments related to system modeling and control, building experimental mechanisms to test theoretical controllers and writing programs to simulate and control those mechanisms.

## **SKILLS**

---

Mathematics - Differential Equations, Linear Algebra, Combinatorics, Statistics

Programming - Python, R, Matlab, Julia, UNIX Shell

Engineering - Dynamics, Vibrations, Control Theory, FEA, Circuit Analysis

## **MILITARY EXPERIENCE**

---

### **Squad Leader - Infantry**

2013-2018

*Staff Sergeant, Georgia Army National Guard*

### **Team Leader**

2011-2013

*Sergeant, 82nd Airborne Division*

Combat Deployment to Afghanistan 2012

### **Automatic Rifleman**

2008-2011

*Specialist, 173rd Airborne Brigade*

Combat Deployment to Afghanistan 2009-2010

# Curriculum Vitae

## History

Born in Macon Georgia in 1965. I attended both grammar and high schools in Macon graduating from Southwest High School in 1983. Upon graduation I entered the United States Marine Corp. I served in the military for approximately six and a half years serving both conus and abroad. I returned to Macon after an honorable discharge and my family currently resides in Houston County. My wife and I have raised six girls and one boy.

I currently serve as the general manager for a small business in Macon. My wife works for a local bank and together we run a small cattle operation supporting Perry FFA and our local community.

## Qualifications

### Military

My military career has prepared me to be ready for any critical situation that may arise. It has taught me how to both lead and follow. I have been meritoriously promoted and decorated for service both above and beyond the call of duty. It has taught me the importance of commitment and execution.

### Civilian

In my civilian career I started from the ground up. Understanding the need to make an opportunity and then to maximize the same. I began at Borden Dairy as a plastics plant employee later becoming safety director, product liability and auto liability manager, workers compensation manager, shipping superintendent and ending as distribution manager responsible for the total movement of product. I have worked in sales achieving recognition for outstanding performance in the fuel sector with Boardman Petroleum in Augusta. I have work as a plant manager for plastics operations in Warner Robins and Atlanta Georgia. I currently work for a small business in Macon.

In my career I have worked to solve many important issues such as how to supply water to the hospitals and red cross in Bibb County during the flood of 1994. I have had to work with people from all sectors of our community including varying age ranges, genders, social and economic back grounds. I have worked to build coalitions of varying faiths and perspectives to reach commonality.

### Volunteer

I volunteer in my community. I have served as a voluntary board member for several years at Perry Junior league providing, operating and maintaining a ballpark for boys and girls to learn sportsmanship and develop life skills. As a board we secured property for the successful future of the program. I have



been active with the Georgia Young Farmers and Perry FFA. I understand the vital importance of our farming community and I am aware that Agriculture is our leading industry in Georgia. I have many ties to the agricultural community and the Georgia Fairgrounds and Agricenter. We currently provide livestock for young people to introduce them to agriculture in our community.

I have developed many relationships with business owners, legal professionals, healthcare providers, politicians, educators. I have maintained these relationships and discuss state and local issues with them all.

## Government

I understand our government. I understand that we live in a represented republic. In our republic our form of government allows for the sovereignty of our states as 50 independent experiments occurring under one umbrella. As a United States Senator representing the great state of Georgia it would be my obligation to cast my votes as my state would require. I understand that it would be my obligation to communicate with the leadership in our state to make certain that we are current on the discussions in our nation's capital and the perspective impact on our state. It would be my charge to build consensus among Georgia legislators and our citizenry and convey that message through our vote.

I believe in adhering to our constitution in the context of our founding principles. I stand for individual liberty. I believe in smaller government, a balanced budget, tort reform, strong national defense and free trade. I believe in our electoral college.

## Summary

I understand that there are applicants for this appointment that may have higher accreditations both professionally and academically. This does not however provide them with a necessary advantage. They can not surpass my love and devotion to our state and our country. They cannot surpass my integrity and my commitment. While my path has certainly been blue collar and my upbringing certainly modest my qualifications are none the less remarkable. I met you, Governor Kemp at a livestock event at the Georgia National Fairgrounds and Agricenter while you were running for Governor. You spoke with my son and I, shook my hand and asked for my vote. I knew less of you then than you know of me now. I sir am now asking for your vote.

Thank you for this opportunity. If I can ever assist you in the service of our state, please do not hesitate to call on me.

Sincerely,

A handwritten signature in black ink, appearing to read "Andy Drawhorn". The signature is fluid and cursive, with a long horizontal stroke at the end.

Andy Drawhorn

**James T. Moore**

[REDACTED]  
Rome, GA 30165  
[REDACTED]  
[REDACTED]

**RESEARCH INTERESTS**

Education, Educational Leadership, Community/Technical College Management

**EDUCATION**

Ph.D. (ABD) May, 2020, Old Dominion University, Norfolk, VA

M.A. May, 2015, Southern New Hampshire College, Manchester, NH

M.Ed. May, 2004, Berry College, Mt. Berry, GA

B.A. April, 2000, Berry College, Mt. Berry, GA

A.S. June, 1995, Georgia Highlands College, Rome, GA

T.C.C. March, 2007, Georgia Northwestern Technical College, Rome, GA

**PROFESSIONAL EXPERIENCE**

Lecturer, Composition and Rhetoric, Humanities Department, GNTC, Rome, GA, August 2016-Present

Teacher, English, English Department, Floyd County Schools, Rome, GA, February, 2002-May, 2012

Georgia Army National Guard, Active Guard and Reserve, Training Manager/Strength Manager, Atlanta, GA, 1988-2001

**RESEARCH / FIELD WORK EXPERIENCE**

- EFFECTS OF COMPRESSED COURSES ON TECHNICAL COLLEGE STUDENTS, Rome, GA, 2018-2019
- MOBILE REGISTRATION INITIATIVES FOR TEHCNICAL COLLEGES, Rome, GA, 2018
- IDENTIFICATION OF AT-RISK STUDENTS IN A TEHCNICAL COLLEGE, Rome, GA, 2016-2017

**HONORS / AWARDS**

Nomination for Teacher of the Year, 2018

National Forensics Award, 2002

Multiple Military Commendations, 1988-2001

Youth Recreation Coach of the Year, 1996

## **MEMBERSHIPS / AFFILIATIONS**

Pi Delta Kappa, Professional Organization of Educators

Sigma Tau Delta, Professional Organization of English Scholars

The Society for Collegiate Leadership & Achievement, Professional Organization for College Leaders

[Redacted]  
Marietta, Georgia 30066

[Redacted]

**OBJECTIVE:** To employ my accumulated talents and training as a business executive, mentor, role model and learning facilitator to represent the people of Georgia.  
**PROFILE:** A highly motivated and focused professional businessman and educator experienced at leading others and seeking and finding compromise.

**SUMMARY OF QUALIFICATIONS**

Professional Status..... State of Georgia Teaching Certifications: Middle Grades Math/Science, Early Childhood, Middle Grades Social Sciences, High School History/Exp.6/30/20 Registered Architect, State of Georgia (Retired)

Honors.....**2013 Georgia Civic Educator of the Year**  
 2004 Bell South/Atlanta Braves Excellence in Education Award Recipient  
 2002, 2003 Nominated Disney Hand Teacher Award  
**2001 Finalist for the State of Georgia Teacher of the Year**  
**2000 Cobb County Teacher of the Year**  
**2000 Mountain View Elementary School Teacher of the Year**  
 1998 Bell South/Atlanta Braves Excellence in Education Award Recipient  
**1996 Sallie Mae First Class Teacher Award for the State of Georgia**  
 1995 Kennesaw State University Outstanding Middle Grades Education Award

Education.....Post Baccalaureate Middle Grades Certification 1995  
 Major: Mathematics; Minor: Science GPA: 4.0  
 Kennesaw State University  
 Bachelor of Architectural Engineering Technology 1972  
 Southern Polytechnic State University GPA: 3.1

Professional Associations.....Kappa Delta Pi National Education Honor Society  
 National Council for the Social Studies  
 Georgia Council for Social Studies  
 Professional Association of Georgia Educators (Local Representative)

**EMPLOYMENT HISTORY**

2017 - Present Retired

2005 - 2017 COBB COUNTY PUBLIC SCHOOL DISTRICT Marietta, Georgia  
 Fifth Grade Teacher (Inclusion Model Class 2010 - 2016)

2004 - 2005 CHEROKEE COUNTY SCHOOL SYSTEM Woodstock, Georgia  
 Fifth Grade Teacher

2003 - 2004 LIBERTY COUNTY SCHOOL SYSTEM Hinesville, Georgia  
 Fifth Grade Teacher

1995 - 2003 COBB COUNTY PUBLIC SCHOOL DISTRICT Marietta, Georgia  
 Fifth & Fourth Grade Teacher (Inclusion Model Class 1996 - 2003)

1993 - 1995 MT. BETHEL UNITED METHODIST CHURCH Marietta, Georgia  
 Director of Children and Youth Education

1983 - 1992 SAE/CARLSON Atlanta, Georgia  
 Director of Architecture and Engineering/Sr. Vice-President

**REFERENCES:** References and letters of recommendation furnished upon request

# PRESENTATION OF QUALIFICATIONS

James W. Morris, Jr.

[REDACTED]  
Marietta, Georgia 30066  
[REDACTED]

Our state needs to be represented by a person grounded in a Realist Philosophy, yet empowered, enabled, and cognitively challenged by the open questioning of a Socratic Approach.

## PHILOSOPHY

Approaching the United States Government and the world with the question *Is it good for the children* will lead Georgia and our nation to new prominence in the world.

## Personal STYLE

It is said, "The world is a tragedy to those who feel and a comedy to those who think." A personal style that blends humor and compassion and a business focus that embraces compromise will benefit all Georgians.

## CONTINUING EDUCATION

<i>Expanding Frontiers 1800-1899 A Three Year History Grant</i> .....	2007-2010
<i>Seeds of Democracy a Two Year Federal History Grant</i> .....	2006-2008
<i>Teaching Writing in an Elementary Classroom</i> .....	2003
<i>WebTech Project</i> .....	2002
<i>Microsoft Word Training</i> .....	2001
TSS Certification .....	2000
<i>Pathwise Mentor Training</i> .....	1999
<i>Pathwise Teacher Evaluation Instrument Training</i> .....	1999
<i>PowerPoint in the Classroom</i> .....	1998
Emory University Inclusion Project Training.....	1998
Hands on Equations.....	1998
Math and Science Leadership.....	1998
<i>Intech Project</i> .....	1997,1998
Introduction to Macintosh.....	1996

## COMMUNITY

Director of Cobb County Regional Elementary Science Olympiad – 2006 – 2016  
Presentation to 37<sup>th</sup> through 47<sup>th</sup> Georgia Teachers of Mathematics Conference – October 1996 – 2006  
Presentation to National Council of Teachers of Mathematics Regional Conference - November 2003  
Georgia Teacher of the Year Executive Committee – 2000 – 2003  
World War I and World War II for Older Adults Lifespan Lunch and Learn Program – Summer 2000 & 2001  
Kennesaw Mountain Tour for Senior Adults - April 2000  
55 students and parents to the Carrier Yorktown in Charleston – May 1999 through 2010  
"The Civil War in 6 Lessons" for Lifespan Older Adults Lunch and Learn Program - Summer 1999

# Brad Punch

---

---

Woodstock, Ga. 30189

## Summary

---

Native Atlantan

Lived almost all my life in the metro Atlanta Area

Henderson High School 1975

Married to Liz Punch since 03/28/1987

2 adult children- Ben, married to Brittany Punch with 2 grandchildren and Michael, engaged to Amanda Griscti, wedding to take place June 2020

Results-oriented Sales and Project Manager specializing in industrial and commercial projects. Demonstrated expertise in estimating, project management for all types of flooring

## Skills

---

- Managing large crews
- Expertise in Ceramic Tile, Carpet, Resilient and Wood Flooring
- Extensive experience with computers and project estimation and management software
- Quality control
- Troubleshooting expert
- Blueprint reading and interpretation
- Strong mechanical aptitude
- Dependable independent worker
- Excellent plan comprehension
- Troubleshooting
- Customer service skills
- Good communication skills
- Complaint resolution
- Project management skills
- Strong initiative
- Timely project completion
- Good judgment
- Job status reports

## Accomplishments

---

Project Planning

- Provided project controls, cost estimation, and other business support services to job management.

Crew Management

- Interviewed, hired, trained and ran teams of construction employees.

Training

- Responsible for providing vision and guidance to a group of construction employees, training them on project plans and procedures.
- Read blueprints, work orders, and production schedules to accurately determine job instructions and specifications.

## Experience

---

### Senior Project Manager

April 2008 to Current

**Vaughn Tile** – Carrollton, Ga

Maintained positive relationships with all customers, with regular visits to their offices and jobsites.

Ensured proper installations through accurate reading of blueprints, specs and addenda.

Assisted in management of business operations by maintaining records and files, preparing cost and inventory reports, and ordering supplies.

Kept owner informed of job progress, material requirements and profit margins.

Managed work with little supervision.

Largest project to date: Dakota Square Mall, Minot, ND. Flooring replacement 2.5M

### **Owner**

April 2005 to April 2008

**Punchco Interiors** – Woodstock, Ga

General Contractor

Negotiate with developers and future unit owners to convert apartments into condominiums - Successfully converted Post Peachtree apartments into The Peachtree Condominiums. This included demolishing a 19 story rooftop water feature and replacing it with a rooftop swimming pool.

Purchase and supply of all materials, manage labor for installations, billing, collections. Small commercial installations.

Residential remodeling, Bathroom renovations, elevated brick decks, sunrooms, hardscapes, Koi ponds, heated floors, steam rooms, etc.

### **Sales Rep**

February 1996 to April 2005

**Spectra Contract Flooring** – Atlanta, Ga

Blueprint estimation / Price and bid commercial flooring installations Contract negotiation / Timely ordering of materials for scheduled installations

Manage materials and labor to bring installations to a successful conclusion, on time and under budget

### **Project Manager**

September 1991 to February 1996

**Doyle Dickerson Tile Co** – Stone Mountain, Ga

Blueprint estimation / Price and bid commercial flooring installations Contract negotiation / Timely ordering of materials for scheduled installations

Manage materials and labor to bring installations to a successful conclusion, on time and under budget

### **Store Manager**

January 1989 to September 1991

**Color Tile** – Atlanta, Ga.

Achieve overall sales goals for store

Expand business; maintain high level of customer satisfaction

Ordering and receiving of materials, scheduling of sales staff and installations, inventory management

### **Member**

---

**Atlanta Commercial Interior Designers, Architects & Professionals**

**Carpet and Rug Institute**

**Ceramic Tile and Stone Consultants**

**National Tile Contractors Association**

**Tile & Flooring Contractors**



## James Wall

Lawrenceville, GA 30044

### Education:

- **BBA in Computer Information Systems**  
Georgia State University (Atlanta, Georgia), December 2005

### Certifications:

- **Certified Member of the Institute (CMI) in Sales & Use Tax**  
Institute for Professionals in Taxation
- **Accounts Payable Manager (APM)**  
IOFM and The Accounts Payable Network (TAPN)

### Experience:

- **Inspire Brands, Inc.** Sandy Springs, GA August 2019 – Present
  - Manager, Accounting and Advisory Services Group
    - Use of technology to enhance and develop business processes
    - Technology enablement for cross functional team leveraging tools such as Alteryx
    - Perform Operating Tax research on business processes and compliance
    - Work with finance and IT teams to increase efficiency of finance data in ERP systems
    - Implementation of changes to improve/enhance processes
    - Assisted with configurations related to Oracle R12 and Oracle Fusion
    - Design, develop and implement data analytics and reporting through business intelligence platforms such as OTBI, Power BI and Tableau
- **Smith & Howard PC** Atlanta, GA January 2017 – May 2019
  - Manager, Accounting and Advisory Services Group
    - Technology enablement for processes through custom developed solutions and implementing solutions to companies in small, mid and large markets
    - Advise on the use of technology to enhance and develop business processes
    - Perform internal controls reviews and providing guidance on review results
    - Work with finance and IT teams to increase efficiency of finance data in ERP systems
    - Process improvement of business and tax processes
    - Implementation of changes to improve/enhance processes
    - Assisted with configurations related to ERPs including Sage, Oracle 11.5i to R12 and SAP 4.6 to ECC6, Dynamics AX and GP
    - Work with clients to design, develop and implement data analytics and reporting through business intelligence platforms such as Power BI and Tableau
    - Manage resources, budgets and billings related to project delivery
- **Ernst & Young LLP** Atlanta, GA July 2014 – January 2017
  - Manager, Tax Performance Advisory
    - Technology enablement for tax processes by implementing systems to automate sales/use tax calculations, exemption and compliance
    - Advise on the use of technology to enhance and develop business processes
    - Defining/identifying functional and technical design requirements, application programming and configuration, testing, and process documentation for delivery to clients
    - Work with finance and IT teams to increase the tax-relevancy of finance data in ERP systems
    - Process improvement through an analysis of business and tax processes and implement change to improve/enhance processes
    - Design effective and controlled tax processes with enabling technologies to increase efficiency and reduce risk
    - Assisted with Configurations related to ERPs including Oracle 11.5i to R12 and SAP 4.6 to ECC6
    - Participated in a cross-functional finance transformation projects or optimization for clients
    - Manage resources, budgets and billings related to project delivery
- **General Electric (GE) Power & Water** Atlanta, GA July 2013 – June 2014
  - SAP Solutions Architect
    - Led the delivery of tax related SAP projects including Withholding tax, VAT, Sales/Use tax and reporting
    - Drove SAP best practices and enterprise standards for ESGAP Global initiative
    - Acted as SAP tax subject matter expert (SME) for the SAP IT team company wide
    - Maintained relationships across a distributed functional and global team in matrix environment to build an integrated solution

- Accountable for Finance related interfaces with external system & cross module integration with other SAP modules
  - Owned complete Tax Finance module solutions for end-to-end business process, which includes prototyping, blueprinting, design, build, test, and documentation and post go-live support
- **EarthLink, Inc** Atlanta, GA January 2013 – July 2013
  - Manager, Indirect Tax Technology
    - Primary responsibility is managing the use of tax technology within Earthlink for all billing systems
    - Perform ad hoc data requests/reports/queries in support of indirect tax compliance, indirect tax policy analysis, indirect tax billing, and audit defense
    - Design, creation, analyze and document data manipulations, report creations, and database query processes and serves a vital role in the helping to streamline the processes of the EarthLink Finance Department
    - Manage Vertex Series O Indirect Tax process which includes performing various maintenance/administrative systems functions, monthly updates and verification for all customer billing platforms (Vertex, CCH, BillSoft)
    - Point of contact for IT and external vendors on tax systems related inquiries and processes
    - Perform verification of tax calculation and presentation on invoices from Cycle 1 Billing for all billing platforms (Delta400, Midas, Titan, Aptis, Saville, MOSS, Singleview). Provide support with data gathering and reporting for audit defense
    - Provide data and analysis in support of taxation policy revisions
- **Grant Thornton LLP** Atlanta, GA October 2011 – January 2013
  - Manager, State and Local Tax Automation
    - Implementing information systems to automate sales and use tax calculations, exemption and compliance processes
    - Advise on the use of technology to enhance and develop business processes
    - Defining/identifying functional and technical design requirements, application programming and configuration, testing, and process documentation for delivery to clients
    - Worked on implementations of web based and client / server systems related to tax automation
    - Performed data mining and analysis for client preparation of audit defense
    - Assisted with Configurations related to ERPs including Oracle 11.5i to R12 and SAP 4.6 to ECC6
    - Manage resources, budgets and billings related to project delivery
- **KPMG LLP** Atlanta, GA Jan 2007 – October 2011
  - Manager, Transaction Tax Systems
    - Implementation of information systems for the automation of sales and use tax calculations and compliance processes
    - Advised on the use of technology to help clients develop and implement transaction tax systems
    - Defining/identifying functional and technical design requirements, application programming and configuration, testing, and process documentation for delivery to clients
    - Assisted in the completion of “diagnostic” reviews for client business processes which includes end-to-end process evaluation, issue identification, and solution development
    - Worked on several implementations of web based and client / server systems related to tax automation including:
      - Implementations of third-party transaction tax software, including Sabrix, Vertex O Series, Vertex Q Series and Vertex Communication Tax Q Series
      - Development of custom solutions for client reporting and reconciliation processes
      - SQL Server Database Administration, DTS, Generate Reports
    - Performed Data Mining and Data reviews for many clients for reverse audit projects as well as defining better techniques for KPMG to use during these types of engagements
- **Mansell Group LLC** Atlanta, GA Jan 2006 – Jan 2007
  - Technical Account Manager
    - Developed project plans, schedules, and documentation
    - Present and train clients on software applications
    - Interface with clients to gather requirements and scope out projects
    - Participated in planning of projects and implementation of software including:
      - Analysis and design of complex Internet sites and email communication processes using Dreamweaver MX 2004 and VS.Net
      - Assisted in SQL Server Database Administration
      - Programmed web pages using HTML, VBScript, JAVA, JavaScript

## Technical Skills:

- Microsoft Office Suite, MS Project, MS Visio
- Requirements Gathering
- Information Security and Privacy concepts
- Oracle Fusion
- Systems Analysis and Design
- Training and Client Development
- SQL Server, SQL, SQL Plus
- Oracle SQL, Toad
- Unit Testing
- Microsoft Dynamics GP
- Power BI
- Alteryx
- Crystal Reports
- Stored Procedures
- Oracle R12, Oracle 11i, Oracle 11.5i, Oracle Pro
- SAP 4.6, SAP 4.7, SAP ECC6
- Sabrix/Thomson OneSource
- Vertex Q, CommTax Q, O-Series
- VB.NET, Visual Studio.NET, VbScript
- Project Management
- Microsoft Dynamics AX
- Tableau
- OTBI
- SmartView

# JEFFERY SWANEY

Stockbridge, GA 30281

## Skills Summary

Business senior executive, entrepreneur and consultant:

- Finance
- Marketing
- Sales
- Operations
- Fleet

## Education

### Degree / Date of Graduation

BBA Majoring in Finance – Georgia State University, J. Mack Robinson School of Business, graduated 1989

## Experience

*TruNorth Pest Control, March 2019 – Current*

Started a new pest control company to serve the needs of large property management companies operating in the metro Atlanta area. Company will end 2019 with over \$500K in revenues and employ 8 Georgians. Expected growth to exceed \$1MM in 2020.

*Swaney Consulting Group, March 2017-Current*

Assist pest control companies in financial and operational improvements. Specialize in taking unhealthy companies and making them stable and then to growth stage. Currently am the contract CFO for one client, Inspect-All Services, a PCT Top 100 pest control company.

*President - Active Pest Control, June 2012 – March 2017*

Joined the company as CFO in June. Company was at \$6MM in revenue and had limited financial reporting or corporate leadership structure in place. Implemented standard financial accounting practices, resolved prior tax issues and created an annual planning process with operating budgets and growth plans for all 6 branches of the company.

Named President in 2015 and assumed day-to-day leadership for entire company. Completed three acquisitions, added 6 additional branch locations and oversaw the establishment of a new business for Active in Houston, TX. During my time at Active, revenues increased from \$6MM to over \$14MM and Active entered the PCT Top 50 US pest control companies list.

*Renewal Works, LLC, April 2002 – June 2012*

As Founder and Owner, renovated or built over 900 homes in the Atlanta Metro area. Started business with one house purchase and quickly grew to a staff of 5 employees with 3 contracted full time renovation crews. Added a real estate brokerage in 2006 for residential property management functions and home marketing efforts.

Started building upper scale homes in McDonough, Georgia's most awarded community, Brush Arbor in 2005 and completed the development of the subdivision adding an additional 50 lots.

*Delta Air Lines/DAL Global Services, December 1984 – April 2002*

Began career at Delta as a college student working part time loading aircraft. Progressed to full time status in operations. After graduation from Georgia State, started as an Internal Auditor and progressed quickly through management. Ended my career at Delta as the Insourcing Manager where I lead a department that sold airport related services to other airlines in the US, Europe and Asia. Department revenues increased to over \$100MM during my leadership

## **Awards and Acknowledgements**

- Board Member of the Certified Pest Control Operators of Georgia
- Member of National Pest Management Association
- Certified Trainer - Georgia Department of Agriculture, Structural Pest Commission
- Leadership Clayton
- Governors Honors - History

## **Strengths**


- Leadership
- Planning and execution
- Negotiating
- Analytical
- Pragmatic
- Solution oriented
- I know how to get things done

## **Objectives as a United States Senator for Georgia**

- Lower taxes
- Tax Reform
- Create/Sustain a business and growth friendly business/economic environment for the US and Georgia – promotion of a business-friendly environment and expansion of Georgia's ports
- Strong military and national defense – increase defense spending and activity in Georgia
- Border security and immigration reform/enforcement
- Strongly support Trump trade initiatives
- Social conservative opposed to abortion and revised gender definitions
- Opposed to climate change legislation, including the Green New Deal

I am a capitalist that subscribes to “supply-side” economic theory. I believe that members of the House and Senate need to live with the laws they create and are not above the law. I strongly believe that the founders of the United States were led by God to create a nation for liberty and rights for all citizens, and that the Constitution they drafted is a work of governmental genius.

Americans want opportunity and freedom and I see the United States as it was founded and initially governed is the greatest governmental experiment in recorded history. I also agree with the Trump agenda of “Keeping America Great”.



I realize there is zero chance I will be selected for this open Senate seat. However, if not me, the objectives above are what I expect from my senator and are the agenda items I would champion as a senator from Georgia.

**Jerry V. Jones**

████████████████████ **Dallas, Georgia 30132**  
████████████████████  
████████████████████

**EDUCATION**

Master of Business Administration, Florida Institute of Technology  
Bachelor of Science-Business Administration, Austin Peay State University

**PROFILE**

Extensive career experience as a senior executive leading and managing fiscal, human and technical resources under constant pressures and the challenging conditions of time, people, money and conflict resolution. A solid record of top-notch senior executive performance with integrity and professionalism to maintain a balance between sound management practices and pressures to satisfy stakeholder interests in a variety of highly competitive and emotionally charged special event, government and corporate situations. Planned, programmed, budgeted, coordinated, and directed strategic planning and daily operations involving over 500 people, diverse customer services and sophisticated information technology equipment for local, national and international government agencies.

**PROFESSIONAL EXPERIENCE**

**1996–Present Signals LLC Senior Principal**

Consultancy specializing in strategic and tactical risk-based analysis for emergency preparedness planning and contingency operations. Significant coordinative interface and support to operational planning and management functions for government and corporate leadership teams. Well-versed in leadership, management, planning, operations, exercises, studies and reports. Advisor consultant with Pinkerton for the conduct of security risk assessments to major clients. Consultant to Maverick County, Texas Sheriff for Emergency Operations planning. Senior advisor consultant for contracts relating to bioterrorism and all-hazards preparedness and operations including public health integration work with the Centers for Disease Control and Prevention (CDC) with state and local agencies and non-governmental organizations and associations. Program Leader for the CDC Pandemic Influenza Operation Plan and the Pandemic Influenza Appendix to the CDC Emergency Operations Plan. Lead for the 2008 Department of Health and Human Services state pandemic plans review. Exercise Team Lead and collaborating expert for the design, development, coordination, and execution of over thirty Homeland Security Exercise and Evaluation Program (HSEEP) compliant functional exercises, tabletop exercises, seminars, and drills. Actively participated in the 2009 H1N1 Influenza Pandemic response as part of the contractor support team; responsible for design and execution of multiple formal senior leadership in process reviews (IPR), interim lessons learned action plans, and the CDC H1N1 After Action Report/Improvement Plan. Demonstrated knowledge of collaborative emergency preparedness or response planning and coordination with federal and/or state authorities to include Homeland Security Council strategic plans, Homeland Security Presidential Directives (HSPD), Department of Homeland Security (DHS), the Federal Emergency Management Agency (FEMA), the National Response Framework (NRF), and the National Incident Management System (NIMS). Developed a priority capabilities template for state, local, tribal, and territorial pandemic influenza plans based on the National Planning Scenario, Universal Task List, and the Target Capabilities List. Work has involved all aspects of operational planning and execution to meet strategic goals and objectives and utilizing executive and management relationships to build partnerships and support for strategic services initiatives. Facilitate development of comprehensive subordinate work plans, tracking timeframes and outcomes against budgets. Lead and supervised teams and units composed of 6 to 20+ personnel. Recognized by Joint Task Force-Olympics and Joint Task Force-Inaugural for excellence in planning, and execution in security communications integration activities.



**2006 – 2011 L-3 Communications (MPRI and STRATIS) (Atlanta, GA)  
Senior Consultant - Plans and Operations**

Strategic emergency preparedness planning support for the Department of Health and Human Services, Centers for Disease Control and Prevention. Demonstrated ability to successfully serve as leader for subordinate consultant work teams on a daily basis. Strong knowledge of and practical experience in the National Response Framework (NRF) Emergency Support Function #8 (ESF#8) Public Health and Medical Services planning for response to pandemic influenza, bioterrorism or other naturally occurring infectious outbreaks.

**2004-2006 Department of Homeland Security, Federal Emergency Management Agency (DHS FEMA) Region IV (FEMA Reservist)  
Deputy Logistics Chief / Chief, Support Services Branch**

Significant operational experience in the FEMA Region IV Regional Response Coordination Center (RRCC) with responsibility for executing logistics management services and support in accordance with the National Response Framework and the National Incident Management System. Overall responsibility for planning, organizing, coordinating, and directing logistics operations and support services to ensure the rapid location, acquisition, setup and management of key field facilities including the Joint Field Office, Mobilization Centers, Staging Areas, and Disaster Recovery Centers. Briefed, accompanied, and assisted the Federal Coordinating Officer in multiple public meetings with Congressional Representatives, State and Local functionaries, and the public concerning FEMA recovery efforts in the area of responsibility.

**1994-1996 Atlanta Committee for the Olympic Games (ACOG), 1996 Summer Olympics  
Program Director - Telecommunications Integration**

Principal Operations Directorate staff officer responsible for directing corporate integration programs to ensure systems integration and acquisition of funding, manpower, materiel, facilities, equipment, and systems to ensure success of the 1996 Summer Olympic Games.

**1970-1994 United States Army (Lieutenant Colonel)**

Extensive career command and staff experience in operational and wartime contingency planning and execution. Significant leadership experience in strategic and tactical Command Control Communications Computer (C4) operations. Working through subordinate supervisors, directed and coordinated command policies, functions, and administrative programs to identify, justify, and assist subordinate units in acquiring funding, manpower, material, facilities, and equipment to accomplish assigned missions. Acted as command authority on policy, strategic planning, and resource management. Commander/principal staff officer responsible for interpreting regulations, policy directives, and executing operational functions for program execution. Applied a broad and comprehensive knowledge of financial and manpower management policies, regulations and programs. Served as principal advisor to senior commander for subordinate activities financial, manpower, policy and management. Directed and coordinated command mission support areas. Representative senior staff positions would include Director of Information Management (Corporate Chief Information Officer equivalent) responsible for the integration and execution of the Information Mission Areas of telecommunications, automation, records management, postal operations, and audiovisual/library support for major installations and organizations. Representative leadership positions include Deputy Brigade Commander, Battalion Commander, Company Commander, and Platoon Leader. Lead units of 25 to 2500 personnel.

## **PROFESSIONAL DEVELOPMENT**

Private Investigator Licensure Course  
Total Quality Management for Executives  
Professional Management for Executives  
United States Army War College studies  
United States Army Command and General Staff College  
BSA Wood Badge Leadership Course  
Department of Homeland Security/Federal Emergency Management Agency, Emergency Management  
Institute Professional Development Course  
Principles of Emergency Management  
Emergency Planning  
Effective Communications  
Decision Making and Problem Solving  
Leadership and Influence  
Developing and Managing Volunteers  
Exercise Design  
Disaster Basics  
Emergency Program Manager  
Radiological Emergency Management  
Incident Command System for Federal Workers  
Incident Command System (Basic)  
The EOC Role in Community Preparedness, Response, and Recovery  
EOC Management and Operations  
Community Emergency Response Teams  
State Emergency Management  
Multi-Hazard Emergency Planning for Schools  
Special Event Contingency Planning  
National Incident Management System (NIMS)  
National Response Plan  
NIMS Multiagency Coordination Systems  
NIMS Resource Management  
NIMS Intrastate Mutual Aid  
NDMS Federal Coordinating Center Operations  
ESF-8 Public Health and Medical Services  
Workplace Diversity  
Sexual Harassment  
Ethics for Federal Workers  
Equal Opportunity  
FEMA TAV Train-the-Trainer Course (TPM)

## **ASSOCIATIONS**

International Hunter Education Association  
National Rifle Association  
BASS  
Military Officers Association of America

---

---

---

---

---

---

## Jody F. Mohler

██████████ Woodstock, GA 30188  
██████████  
██████████

### Objective

United States Senator (Georgia)

### Skills

- Has possessed a top-secret military security clearance for 10 years
- Advises commander, staff, and operating agencies of availability, limitations, and requirements for motor vehicles and personnel.
- Manages work centers of 60+ personnel.
- Establishes work methods and performance standards.
- Develops operating and administrative procedures.
- Coordinates manpower requirements with manpower personnel.
- Evaluates services and negotiates support agreements provided by Vehicle Operations.
- Prepares and defended section budget averaging \$25,000 annually
- Advises commander, staff and operating agencies of availability, limitations, and requirements for motor vehicles and personnel.
- Determines official use of government vehicles and establishes permissible operating distance.
- Performs as quality assurance evaluator and functional area chief
- Coordinates with base contracting. Develops and monitors contract transportation services.
- Reviews and develops contingency, mobility, and natural disaster plans to determine support requirements.
- Reviews mission capability statement to determine training and equipment requirements for deployment.
- Determine and implement tactics, techniques, and procedures, identify and establish bare base vehicle operations activities commensurate with combat operational requirements.
- Performs the Air Force organic ground transportation capability for passengers and cargo using a multitude of vehicles in direct support of mission requirements. This includes operation of busses, truck and semi-trailer combinations, forklifts, and wrecker recovery vehicles.
- Uses automated and non-automated tracking processes for cargo accountability and maintains applicable forms. Reviews records and logs to ensure proper turn-in of accountable documents.
- Administers installation driver licensing program for over 8,000 customers. Serves as liaison with state, local, and host nation authority on licensing matters; ensures compliance by base agencies. Initiates vehicle trainer background checks. Coordinated and maintains vehicle plans and instructions.

## Education

### **Community College of the Air Force**

Jun 2009

- Associate of Applied Science, Transportation Management Degree 2009
- Basic Combat Convoy Leadership Course (BC3)
- Senior Leadership Development School

### **Middle Georgia Technical College**

Jun 2008 - Present

- Information Technology Professional
  - Network Technician Certificate of Credit
  - PC Repair and Network Technician Certificate of Credit
  - CompTIA A+ Certified Preparation Certificate of Credit
  - CompTIA A+ Certified Technician Preparation Certificate of Credit
  - Georgia Occupational Award for Leadership (GOAL) Nominee
  - Presidents Honor roll
  - Dean's list for academic achievement 4.0GPA

## Experience

### **Vehicle Operations Superintendent**

Oct 2009– Present (Robins Air Force Base, Warner Robins, GA)

- Enforces squadron fuels conservation management
- Oversees U-Drive-It vehicle team operations
- Directs, plans, and controls workload for 51 military personnel executing 24/7 vehicle operations
- Executed negotiations on \$43M service contract, efforts saved the Air Force \$3M
- Led 14 member team in creation of first ever USAF Convoy Support Center; convoy teams tooled for rapid combat logistics support
- Managed 30K Army/Air Force accountable assets worth \$12.6M, ensured 9 convoy teams were well equipped for 270 combat logistics patrol

### **Quality Assurance Evaluator**

Oct 2008– Oct 2009 (Al Udeid Air Base, Qatar)

- Ensured contract conformance and performance of 99 civilian personnel providing vehicle operations support to Al Udeid Air Base, Qatar
- Performed detailed functional surveillance of 1,700+ vehicles valued at \$136M and initiated required corrective actions
- Developed and maintained a Quality Assurance Surveillance Plan and a Performance Work Statements for 13 critical areas
- Evaluated shuttle bus transportation routing and responsiveness ensuring effective movement and delivery of 8,000+ military and civilian personnel weekly

### **Combat Convoy Commander/Truck Master**

Jun 2005– Sep 2008 (Balad Air Base, Iraq, and Camp Arifjan, Kuwait)

- Led a flight of 59 Airmen and NCO's through a rigorous 5 week Basic Combat Convoy (BC3) training course; ensured all Airmen were prepared for combat operations in Iraq
- Excelled as convoy commander for 178 combat logistics patrols throughout Iraq and Kuwait; ensured delivery of critical supplies to the forward operating forces
- Executed vital movement of the single largest convoy of 132 tractor trailers safely through small arms and IED incidents without casualties
- Ensure the movement of 253 fuel truck deliveries in a 5 day period; vital supplies

for the war fighter

- Managed the retrofit of a \$1.1M, 62 military semi-trucks with armor plating increasing Airman survivability by 90%

### **Dispatch Support Supervisor/Chief Dispatcher**

Mar 2003– Jun 2005 (Robins Air Force Base, Warner Robins, GA)

- Directly supervises 34 military personnel
- Provides cost effective, efficient, and reliable transportation support for the entire Robins Air Force Base community consisting of 20,000+ military and civilians
- Tasks vehicles for use according to factors such as length/purpose of trip and freight or passenger requirements
- Led the most diversified vehicle operations branch supporting over 18,000 customer travel/vehicle request annually
- Provided drivers and vehicles for transportation requests, moving over 324,000 passengers and 9,000 tons of cargo
- Ensures all vehicle operators are trained and qualified on all vehicles and equipment to include busses, wreckers, semi-truck and trailers, forklift operations, and proper procedures around aircraft on the flight-line.

### **Fleet/Registered Equipment Manager (REMS)**

Oct 2001– Mar 2003 (Osan Air Base, Republic of South Korea)

- Monitor and maintains headquarters vehicle authorization lists (VAL), for changes, updates, additions, and deletions.
- Maintains and monitors Custodian Authorization/Custody Receipts Listing (CA/CRL) for accuracy and compliance
- As Registered Equipment Manager (REMS), effectively managed 2,170 vehicle fleet valued at \$124M; ensured vehicles were maintained and aligned with headquarters vehicle authorizations and within the Air Force Equipment Management System (AFEMS)
- Verified fuel codes and vehicle replacement codes for Air Force registered vehicle fleet in the Standard Base Supply System (SBSS), and AFEMS
- Monitored and updated monthly expenditures and mileage data for the vehicle fleet
- Processed over 3,600 data entries in the SBSS, ensuring proper vehicle data and repair limits were within Air Force guidelines

### **MAJCOM Command REMS Manager**

Jan 1999– Sep 2001 (HQ, Air Combat Command, Langley Air Force Base, Hampton, VA)

- Responsible for the entire Southwest Asia (SWA) vehicle fleet valued at over \$440M
- Controls the issue, distribution, and re-distribution of the SWA fleet of over 5,300 vehicles providing direct support for 5 main operating locations and 4 War Reserve Material (WRM) storage locations
- Performs all SWA vehicle related shipping, receipt, issue, and turn-in transactions in the REMS.
- Assisted in developing command policies/directives pertaining to the management and authorized use of Air Force vehicles
- Single handedly processed 15,692 REMS transactions while gaining control and visibility of 3,923 unaccounted for vehicles distributed throughout 6 countries in SWA

- Conducted vehicle authorization validation visits to 5 locations throughout SWA, properly aligning the vehicle fleet with mission requirements

### **Registered Equipment Manager (REMS)**

Oct 1993– Dec 1998 (Nellis Air Force Base, Las Vegas, NV)

- Responsible for the rotation of 1,923 vehicle rotations, shipments, and dispositions to the Defense Reutilization and Marketing Office (DRMO)
- Worked closely with headquarters reconciling equipment management reports
- Identified and prioritized 243 mission-critical vehicles for the Nellis FY00 Priority Buy Submission, while coordinating with 39 base agencies to formulate an optimum \$6M vehicle requirement package
- Processed 900 computer transactions ensuring alignment of 8 vehicle accounts; consistently maintained 100 percent accountability between Supply, Headquarters, and the Automated Fleet Information Systems (AFIS)
- Non-Commissioned Office in Charge of mid-shift and 5 personnel; responsible for around the clock transportation services and the main point of contact for personnel recalls, mobilization, natural disasters, and emergencies

### **Quality Assurance Evaluator**

Sep 1990– Sep 1993 (Iraklion Air Base, Crete, Greece)

- Monitored and evaluated contractor performance of the Crete, Greece base vehicle management contracted operation and the remote transportation facility in mainland Greece.
- Recommended modifications to the Greek base maintenance contract to ensure proper assessment of contractor performance
- Prepared monthly and award period surveillance reports; briefed the base commander on monthly progress of the contractor
- Provided technical assistance to the Transportation Functional Area Chief and base contracting officer to ensure satisfactory maintenance service is performed

### **Vehicle Operator/Dispatcher**

Nov 1986– Sep 1990 (Kirtland Air Force Base, Albuquerque NM)

- Responsible for operating various types of vehicles including busses, truck and semi-trailer combinations, forklifts, and wrecker recovery vehicles
- Assistant in charge of the vehicle training section, ensuring all personnel are properly trained on unit assigned vehicles
- Picked by name by several General officers to be their driver for their stay at Kirtland AFB, NM

## **Miscellaneous**

### **Awards and Decorations**

- Bronze Star
- Meritorious Service Medal w/ 1 oak leaf cluster
- Air Force Commendation Medal with 3 oak leaf clusters
- Army Commendation Medal
- Air Force Achievement Medal with 3 oak leaf clusters
- Iraqi Campaign Medal with 3 bronze stars

## **References**

**Available upon request**

# John Miles Perry

(PMP, PRC, PCM, CTNE, CTP, Six Sigma)

Atlanta, GA 30309

Profile: <http://www.linkedin.com/pub/john-perry/7/8a5/555>

---

## ***Marketing, Sales, and Management Leader – Communications Sector***

Innovative certified Marketing and Sales professional with proven ability to identify, define, develop, launch, and manage services and products in both emerging and established markets. Strategic thinker with excellent analytical and problem solving skills. Team building expertise with demonstrated proficiency at process, system, and organizational creation and management.

---

### ***Core Competencies and Expertise***

Marketing and Product Management – Strategic Planning – Business Development – Data Analysis – Competitive Analysis – Business Intelligence – Presentation Development and Delivery – Training – Website Development

### ***Career Synopsis***

#### **AT&T (contractor)**

##### **Senior Manager – e-Rate Sales** (September 2011 – present)

Responsible for sales of AT&T telecom services to government, education, and medical (GEM) segment. Provide departmental support as wireless Subject Matter Expert. Ongoing key customer identification, proposal submission, customer interaction, and eCRM/funnel management via Telegence, BASE, MTI, SAART, and ROME database systems. Special Projects management and facilitation.

**Key Challenges:** *defining customer needs; completing requisite proposals/documentation within federally-mandated timeframes.*

##### **Selected Accomplishments:**

- 200 successful e-Rate sales representing \$1M revenue generation.
- Assumption of team leadership role for multiple organizational initiatives (Firstnet, CPE).

#### **Telogical (contractor)**

##### **Director – B2B Client Services Research** (August 2012 – July 2013)

Responsible for supervision of daily client alert delivery providing telecom industry 4P insights. Maintained, updated, and distributed extensive user-specific report portfolio. Provided Ad Hoc client support. Served as internal and external telecom product/technology Subject Matter Expert. Engendered team-building and coaching. Catalyzed new product development and transformation.

**Key Challenges:** *delineating product road map and streamlining portfolio; aligning resources and obligations.*

##### **Selected Accomplishments:**

- Timely delivery of daily, monthly, and quarterly reports offering client-specific actionable Competitive Intelligence.
- Strategic input to leadership team to guide company-wide service refashioning.

#### **ITQ**

##### **Director – Marketing/Revenue Assurance** (December 2008 – September 2011)

Responsible for internal/external Marketing Communications related to 30-member affiliate telecom group, including web design, competitive analysis, and campaign tracking. Supervision of activities pertaining to telecom customer billing, administration, and finance. Provided strategic input to leadership team. Special Projects management and facilitation.

**Key Challenges:** *stakeholder identification, management, and conflict resolution; billing vendor selection and implementation.*

##### **Selected Accomplishments:**

- Development of marketing plan for nationwide product launch valued at \$5M.
- OSS/BSS vendor selection, project management, and system implementation.
- Authored article for Wireless Industry Internet Executives e-zine.

#### **BellSouth**

##### **Associate Director – Analytics & Research/Competitive Intelligence** (April 2005 – November 2008)

Responsible for qualitative analysis of 10 primary AT&T competitors integral to periodic and ad hoc executive decision support delivery. Supervision of company-wide 25-person cross-functional intelligence gathering team. Primary liaison for strategic partners and vendors engaged in amassing data crucial to identification of 50+ target markets. SPSS data analysis and modeling.

**Key Challenges:** *management of disparate and widespread virtual team; identification of pertinent emanating trends and competitive activities.*

##### **Selected Accomplishments:**

- Creation and development of award-winning 25-person internal Mystery Shopper program contributing to 30 key Marketing initiatives.
- Recipient of 2007 "CA&R Star" award for establishment, launch, and maintenance of company-wide Competitive Activities Tracking Tool.

### **Senior Manager – Strategic Pricing** (January 2003 – March 2005)

Spearheaded overall project management of multi-functional tasks delivering pricing initiatives valued at \$15M, including product marketing, pricing development, stakeholder participation, and preparation of Regulatory documentation. Designed and implemented organizational website and shared drive to augment communication consistency and operational efficiency.

**Key Challenges:** *provision of pricing schedules aimed at driving revenue to meet/exceed targets; coordination of requisite internal and external stakeholders to ensure successful tariff filings.*

#### **Selected Accomplishments:**

- Preparation and filing of 200 tariff packages resulting in \$15M revenue generation.
- Directed Centrex IP product launch team culminating in fulfillment of portfolio enhancement and \$5M revenue.

### **Manager – Business Development/Alliance Management** (January 2001 – January 2003)

Guided Business Development through institution of rules-driven opportunity/ideation assessment system accommodating 300+ partner candidates. Identified and brought about key strategic partnerships comprising 9% of overall department revenue. Compiled and delivered 6 organizational communications to stakeholders (financial summaries, dashboards, metrics, newsletters, etc).

**Key Challenges:** *cultivation of key strategic relationships leading to incremental revenue opportunities.*

#### **Selected Accomplishments:**

- Executed 2 key partnerships (BeVocal and Air2Web) valued at \$50M.
- Appointed interim Director to foster alliance opportunities intended to identify synergies and drive revenue.

### **Manager – Competitive Intelligence/Segment Marketing** (June 1998 – January 2001)

Facilitated system-wide Competitive Tactical training for Sales and Channel organizations to augment competitive response turnaround time and maximize effective sales techniques. Supervised proactive "war games" for competitor-challenged Sales organizations.

**Key Challenges:** *development of effective tools to assist Sales organizations in successfully combating customer competition.*

#### **Selected Accomplishments:**

- Delivered system-wide Competitive Tactical training for 9 BellSouth Sales organizations in 6-month timeframe.
- Directed 4 account-specific "war games" sessions for field sales teams resulting in account retention valued at \$5M.

## GeoTek

### **Senior Manager – Business Development**

Consultative technology sales/marketing to C-level clients and prospects. Attained new business valued at \$100M to the company.

**Key Challenges:** *identifying strategic partnerships for generation of company revenue growth and public perception/approval.*

#### **Selected Accomplishments:**

- Fostered IBM partnership agreement worth \$100M+ to the company.
- Generated strategic partner funnel of 5+ high-potential clients, instilling stakeholder/shareholder confidence.

## CableData

### **National Accounts Manager**

Consultative technology sales/marketing to C-level clients and prospects. Attained new business valued at \$25M to the company.

**Key Challenges:** *Customer relationship development and maintenance in keenly competitive environment.*

#### **Selected Accomplishments:**

- Salesperson of the Year.
- President's Club.

## **Education, Certifications and Professional Organizations**

#### Education:

- University of Denver, Master of Professional Studies – Organizational Leadership/Telecom.
- University of South Carolina, Bachelor of Arts – Journalism.
- University of Georgia, Principles of Marketing Research program certificate (POMR).

#### Certifications:

- Project Management Professional (PMP).
- Six Sigma Green Belt Certification (SSC).
- Professional Researcher Certification (PRC).
- Professional Certified Marketer (PCM).
- Certified Telecommunications Network Expert (CTNE).
- Certified Telecommunications Professional (CTP).

#### Professional Organizations:

- American Marketing Association (AMA).
- Marketing Research Association (MRA).
- Project Management Institute (PMI).
- Strategic and Competitive Intelligence Professionals (SCIP).
- Wireless Industry Internet Executives (WIIE).
- Wireless Technology Forum (WTF).



## **John Douglas “Doug” Redmond**

[REDACTED]  
**Midland, Georgia 31820**  
[REDACTED]  
[REDACTED]

### **CAREER EXPERIENCE**

#### **Interoperative Neurophysiologist, Accurate Neuromonitoring Columbus, Georgia**

Proficient in monitoring the modalities needed to monitor orthopedic, neurological and vascular surgery. Able to quickly troubleshoot technical problems for XLTEK Natus and Cadwell Pro systems. Obtains pertinent history relative to diagnostic procedures. Practices proper OR etiquette. Discusses reports and technical interpretations with surgeons. Proficient with set-up and utilities regarding microscope, endoscopic and power equipment in acute OR setting.

#### **Principal, Redmond&Co. Commercial Real Estate and Development Advisers Carlsbad, New Mexico/Columbus, Georgia**

##### **September 2014-Present**

Provides real estate brokerage, site selection and economic development consulting services. Reviews appraisals, market studies, site and economic data to assess project feasibility. Obtains rezoning, permits, environmental clearances, community and political support, utility and ingress/egress easements, economic development incentives. Advises clients on securing financing and raising capital. Negotiates and executes lease agreements, marketing agreements, land purchase contracts. Monitors occupancy levels, operating expenses, debt service coverage ratios and net operating income.

#### **City Manager City of Portales**

##### **Portales, New Mexico**

##### **July 2013-March 2015**

Managed the daily operations of a full-service city. Planned, organized and evaluated the work of all City departments to ensure that operations and services comply with the policies and direction set by the City Council. Directed the development of the capital improvement plan budget for approval by the Council as well as monitored the implementation of adopted budgets. Facilitated internal and external communication throughout all levels of the organization, and conducted meetings with department heads and key management staff. Performed financial and managerial analyses for the Mayor and City Council pertaining to City operations and programs under consideration. Represented the Mayor, City Council, and the City at various meetings, functions, and events: served as a liaison to various civic or governmental organizations and committees, task forces, boards, and commissions.

**Executive Director Roosevelt County Community Development Corporation**

**Portales, New Mexico**

**August 2012-June 2013**

Directed the economic development activities for the City of Portales and Roosevelt County. Worked to recruit and retain jobs and investment in the community. Formulated and implemented strategies to advance economic development. Collaborated with other organizations at the local and state level to further the economic vitality of the community and state. Responsible for the financial management and reporting of the corporation.

**Chief Executive Officer/Co-Founder Copperhead Beer Company**

**Milledgeville, Georgia**

**August 2011-July 2012**

Organized and established startup craft brewery. Managed the permitting process and relationships with federal, state and local regulators. Directed product research and development. Developed and executed marketing activities. Worked with distributors to develop product distribution channels. Led the decision process involving business vision and strategy, standardization of best practices, and product development.. Managed administrative, legal, and financial functions for the brewery, shareholders, and partners.

**Executive Director Development Authority of Jones County/Jones County-Gray Chamber of Commerce**

**Gray, Georgia**

**August 2009-October 2011**

Directed Jones County's economic development activities through industrial recruitment, site selection, financial consultation, prospect communication and community presentations. Marketed and managed the County's industrial park and other development sites. Facilitated meetings between prospects and the community to structure deal scenarios to create jobs and investment in Jones County. Served as principal advisor to the Board of Commissioners and City Council on economic development issues. Administered capital projects, including planning, financing, grant development and project management.

**Regional Representative, Department of Community Affairs, State of Georgia**

**Atlanta, Georgia**

**November 2007-July 2009**

Served as Executive Management's representative to local governments, development authorities and chambers of commerce throughout sixteen counties in west-central and southwest Georgia. Provided technical assistance to local governments in the areas of government operations, economic development, comprehensive planning and financial management. Developed and implemented leadership development programs for elected officials and community leaders.

## **County Administrator, Schley Board of Commissioners**

### **Ellaville Georgia**

**May 2003-November 2007**

Served as Chief Administrative Officer. Directed the administration of County departments, utilities, offices, agencies, commissions and boards subject to the control of the Board of Commissioners. Ensured all legislation passed by the Board of Commissioners was faithfully executed. Prepared, submitted and monitored the annual operating and capital budgets. Facilitated communications between the Board of Commissioners and elected Constitutional Officers. Acted as Public Information Officer for the county, providing requested information to citizens, taxpayers, government entities, and the media. Served as County's Emergency Management Director.

### **City Manager**

#### **City of Ellaville, Georgia**

**May 2000-May 2003**

Served as Chief Administrator. Worked closely and effectively with elected officials, citizens, businesses, industries and community organizations throughout the city and county to improve the quality of life. Coordinated the activities of a full-service city with responsibilities for the efficient and effective operations of a Public Works, Parks and Recreation, Public Safety, Water, Wastewater, Electric and Wireless Broadband Utilities. Prepared and monitored annual budget.

### **City Manager**

#### **City of Grantville, Georgia**

**June 1998-April 2000**

Served as the Chief Administrative Officer. Ensured that the ordinances, resolutions, regulations and decisions of the Mayor and Council were implemented and enforced. Developed and managed the annual operating and capital budgets. Supervised the activities of six city departments. Managed the operations of the city's electric, natural gas, water and wastewater utilities.

## **POLITICAL APPOINTMENTS**

### **New Mexico Economic Development Commission 2013-2017**

Appointed to the New Mexico Economic Development Commission by Governor Susanna Martinez to represent the 4<sup>th</sup> District

## **EDUCATION**

January 1997 Bachelor of Science in Political Science  
Columbus State University Columbus, Georgia

## **PROFESSIONAL LICENSES**

North Carolina Real Estate Brokers License #291325

## **PROFESSIONAL CERTIFICATIONS**

Certified Economic Developer (CEcD), International Economic Development Council  
Certified Economic Development Finance Professional (EDFP), National Development Council

# JOHN “KEVIN” WILLIAMS

Atlanta, Georgia Area ♦

## SUMMARY

Executive manager with years of experience changing, motivating and building successful teams. Exceeding profit and sales objectives has always been a key objective that has been surpassed in a chemical, consumer and capital equipment goods environment. Worked with major accounts such as Lifetouch, Walmart, Target, Costco, Sam’s Club, CVS and Kroger.

## AREAS OF EXPERTISE

- *International Business*
- *Sales Leadership*
- *Broker Management*
- *Operational Focus*
- *Marketing*
- *P&L Responsibility*
- *New Business Development*
- *Equipment Service Management*

## PROFESSIONAL EXPERIENCE

### VISTAGE

5/2019-Present

#### Chair

23,000 CEOs and Key Executives spend a day a month with us in small groups to become better leaders, optimize key decisions and drive business results.

### KELLER WILLIAMS REALTY, ATLANTA PARTNERS

5/2018-Present

#### Realtor

Work with individuals, families and investors to sell or locate dream properties. I utilize my own vast personal experience of buying and selling numerous properties from primary residence to second home and rental property. Having been a landlord, a seller and one that purchased multiple properties, I bring heartfelt consideration to the table to best serve my clients.

### EXECUTIVE ADVANTAGE, INC- Atlanta, GA

9/2015-12/2017

#### CEO

Family run business that was an authorized Philips distributor of medical device equipment, Automated External Defibrillators (AEDs) and supplies. We have also focused on helping individuals review startup companies and franchises as alternatives to traditional employment.

### NORITSU AMERICA CORPORATION

9/2005-9/2015

#### Senior Vice President, Imaging Division

#### U.S., Latin America and Caribbean

Full P&L responsibility for inkjet and chemical equipment, consumable sales, marketing, operations and technical services to include call center support. Interfaced with Japanese headquarter on new product launches. Responsible for growing the sales product portfolio by researching and interviewing for new company alliances. While managing over 290 employees, focus was on growing gross profit utilizing out of the box thinking and execution.

- Increased company revenue by 40% with major deal in the US with international expansion opportunities.
- Instituted weekly sales tracking database for performance evaluation and sales correction activity.
- Implemented presentation skills training objectives for sales staff to increase professionalism among group.
- Quickly resolved departmental issues so each department could function to the best of its ability.
- Trained staff to be risk takers and to take full control of customers to increase sales and customer satisfaction.
- Pushed decision making to sales representative level for higher closure rate with appropriate monitoring by management.
- Researched additional companies for alliances to give sales representatives extended product portfolios.

- Totally reworked sales force to include more aggressive sales team, cleaner compensation plan for sales focus and integrated marketing into a functional team with the sales group.

## **AGFA/AGFAPHOTO CORPORATION**

**2000-2005**

*(German parent company sold off division and one-year later new company ceased operation)*

### **President & General Manager, AgfaPhoto of Mexico (2004-2005)**

Restructured entire company during carve-out process from Agfa to establish AgfaPhoto as a legal entity in Mexico.

Negotiated charges for service level agreements from old company to establish strong support for AgfaPhoto.

- Increased sales over budget by 100% in first month by replacing number one brand in the world in Sam's Club to be the only supplier in photo category.
- Hired new service manager to change negative perception in marketplace.
- Instrumental in delivering new large account, this had previously been exclusive with number one vendor in category.
- Hired new controller/logistics individual to increase customer satisfaction levels and manage company finances.
- Implemented new pricing strategy to reduce internal complexity and offer better service to the customer.

### **AGFAPHOTO, Atlanta, GA**

#### **Director International Sales (2003-2005)**

Developed international business strategy to grow sales and brand awareness through a global agreement with the world's largest company. Delivered world-class results through close relationship with Wal-Mart's elite Global Sourcing Team.

- Launched best business practices in Argentina, Brazil, China, Canada, Germany, Japan, Mexico, South Korea, United Kingdom and United States to grow share and revenues in each country.
- Directed and led growth initiatives in all international locations by working closely with AgfaPhoto Regional Presidents and National Account Managers.
- Exploited major competitor's weakness in Argentina to grow film business from 10 % to over 70 % share. Gained additional share in two other products and placed first AgfaPhoto digital and chemical photo lab equipment in Wal-Mart gaining chemical and paper business.
- Managed United States/Mexico/Canada Wal-Mart team and directed activities in all other countries, sales exceeded 25% over previous year in a declining market.

#### **National Accounts Sales Director, United States and Canada, Atlanta, GA (2000-2003)**

Developed a national account sales force to meet the needs of a changing business environment. Increased sales, recovered over one-half million dollars in bad debt, penetrated new accounts and implemented customer service/logistics measures to increase customer satisfaction.

- Responsible for managing \$50 million sales budget in the United States and Canada.
- Grew relationships with existing national accounts by clearing up all issues that were not positive to the growth of the business. This included sales representative changes, negotiations on past due debts, and implementing timely promotional plans.
- Sales doubled in one account and grew by more than 9% in another.
- Implemented sales training programs to meet the needs of the fast paced business environment.
- Raised customer satisfaction levels by implementing once a month forecasting/ logistics calls. Satisfaction ratings jumped from mid forty ranges to exceed ninety-eight percent.

## **EDUCATION**

**J. Kevin Williams**

**Bachelor of Science in Business Administration,**

**Shorter University, Rome, GA**

**Cum Laude**

# Joseph M. Crevar (Mike)

---

## SUMMARY

Over 26 years' professional experience in the **Industrial and Commercial Instrumentation, Automation, and Controls industry**; SCADA, HMI, Programmable Logic Controllers, Distributed Control Systems. Strong background in leadership, team building, sales, business and channel development, project management, marketing, and field services. Entrepreneur business owner and operator. Strong hardware and software technical knowledge.

Additional 30 years' combined **Army and Air Force Military Officer (Lieutenant Colonel, LTC)** experience. Director Logistics Operations, Executive and Commanding Officer; logistics, maintenance, repair, and operations; radar, satellite, and wide-band communication systems.

## PROFESSIONAL EXPERIENCE

**Senior Account Manager** | FeedForward Inc. | Marietta, GA **2018 - Present**

- Part of the company's Leadership Team.
- Maintain critical key customer account sales support activities within Industrial Automation & Controls industry.
- Discover and develop new accounts and markets, nationally and globally.
- Key markets; Manufacturing, Materials, Chemical, Food & Beverage, Power & Energy, Pulp & Paper, Water & Wastewater.

**Business Development & Channel Manager** | General Electric | Atlanta, GA **2015 - 2018**

- Maintained assigned Channel and Distribution partner product yearly sales and support requirements.
- Achieved or exceeded assigned budgets for automation and controls HMI and PLC hardware and software products in southeast region U.S.
- Conducted sales, market target leadership learning and product training, and joint sales calls with Channel.
- Developed annual sales and product action plans and updated quarterly.
- Managed product pricing strategies and pricing agreements.
- Established customer EPC relationships to drive product technical specification.
- Responsible for demand creation with the Channel.
- Lead product troubleshooter to support customers. Utilized "Salesforce" CRM to track all customer sales activities, projects, and orders. Provided feedback to business on competitors and market dynamics.

**Director of Logistics** | Rank: LTC | Army Reserves & National Guard | Atlanta, GA **2008 - Present**

- Responsible for corporate level logistical operations across five business units composed of over 4300 employees to support satellite signal communication and networking operations, globally.
- Responsible for Management Team composed of twelve direct reports conducting yearly and quarterly counseling, training and career development.
- Part of the logistics leadership team meeting and communicating with the CEO.
- Plan and develop yearly budget plan, goals and objectives nested with corporate vision and mission.

**Critical Systems Sales Manager** | Automated Logic Corporation | Kennesaw, GA **2006 - 2007**

- Maintained critical key customer account sales support activities within HVAC Automation & Controls industry.
- Discovered and developed new accounts and markets, nationally.
- Responsible for yearly quota of \$15MM. Key markets; Data Centers and Critical Power Systems.

**Owner/Operator** | Inter-Trol Inc. | Kennesaw, GA/Miami, FL **2003 – 2006**

- Startup company, independent distributor and service provider for Automated Logic Corporation in the HVAC Automation & Controls industry.
- Responsible for all aspects of business administration, sales and marketing, operations, and services. Generated revenues from \$0 to over \$375K in three years with an average profit margin of 30%.

**District Sales Manager** | Automated Logic Corporation | Kennesaw, GA **2002–2003**

- Maintained 22 assigned Channel Partners' product yearly sales and support requirements.
- Achieved yearly budget of \$22MM for HVAC Automation and Controls HMI and PLC hardware and software products in mid-west region U.S.
- Conducted sales, customer, market target leadership learning & product training, and joint sales calls with Channel.
- Developed annual sales and product action plans and updated quarterly.
- Managed product pricing strategies and pricing agreements.
- Established customer EPC relationships to drive product technical specifications.
- Responsible for demand creation with the Channel.
- Lead product troubleshooter to support customers. Provided feedback to business on competitors and market dynamics.

**Critical Systems Project Manager** | Automated Logic Corporation | Kennesaw, GA **2000 – 2002**

Managed all aspects of the project for HVAC Automation and Controls industry; management, schedule, scopes of work, engineering requirements, contractor and vendor negotiations, procurement, budget, billing, progress meetings, resource allocation, and supply-chain management; supervise project teams, programmers, design engineers, and sub-contractors.

**Application Engineer** | Automated Logic, Siemens | Norcross, Kennesaw, GA **1993 – 2000**

Developed hardware, software, and graphic applications, engineering drawings, bill of materials; on-site startup and checkout; quality control; as-built drawings; coordinated installation with mechanical and electrical contractors; provided warranty support and customer training.

**Satellite/Radar Communications** | GA Air Force National Guard | Kennesaw, GA **1989 – 2001**

Maintained satellite and radar communications systems in support of strategic operations; setup, configures, troubleshoot, read schematics, electronic drawing, diagnosed component failure and repair, operated electronic test equipment, and setup external backup power generators.

## **EDUCATION**

**Masters Business Administration** | Kennesaw State University | Kennesaw, GA **2014**

**Bachelor of Science Electrical Engineering Technology** | Southern Polytechnic University | Marietta, GA **1993**

## **CERTIFICATIONS**

HIPAA Clinical Training, FEMA Emergency Management Institute IS-00907, Environmental Officer (EO), Food Management Information System, Logistics Movement Officer, Occupational Safety & Health Standards for General Industry, GA HRO Supervisory Development, Property Book Accounting & Supply, Mobilization Validation

## **COMPUTER SKILLS**

Experienced with a variety of computers, Network Architecture, Microsoft Products (Word, Excel, PowerPoint), Graphic Design Software (Visio, ACAD); CRM Software (SAP, Salesforce)

**Karl E Legere**

**[REDACTED], Lilburn Ga. 30047**  
**[REDACTED]**  
**[REDACTED]**

---

**Summary**

Experienced, driven and highly-successful manager and leader. Proven skills and accomplishments in Program Management, Telecommunications, I.T, and Technology rollouts. Expertise in Construction planning, design and deployments. Demonstrated ability to lead teams of professionals to deliver focused results with innovative solutions.

**Professional Experience**

**SunTrust Bank, Inc. – Atlanta, Ga.**

**April 2018 - Present**

**Senior Operations Manager - Branch and ATM Operations**

- Responsible for managing and overseeing all aspects of Branch and ATM install segments of banking operations by providing leadership to include: consistent unit production goal attainment; quality and service levels; identification and implementation of change initiatives; problem resolution and constant client focus. Ensures the operations managed are adequately staffed, trained and developed. Directs long-range planning for the areas of responsibility. Fosters relationship building by using excellent communication skills, interpersonal skills and exhibiting the flexibility/adaptability to work in a matrix management environment. Manage our major Branch and ATM operations vendor relationships.

**SunTrust Bank, Inc. – Atlanta, Ga.**

**Nov 2016 – April 2018**

**Senior Infrastructure Program Manager**

- Manage on time, on budget deliveries of highly complex Cisco ACI infrastructure rollouts. This rollout greatly enhances network speed and reduces our current 10 Layer environment to 3. Upon completion this will allow SunTrust to rollout fast, efficient Software Defined Network upgrades. Completed Wireless network upgrades while ensuring predictable, consistent, and successful project delivery. Plan, coordinate, and monitor larger scale projects with a high degree of complexity and risk. Partner with all key LOB stakeholders to ensure successful delivery of projects that span all technologies (network, server, applications, storage, mainframe, data center, DR etc.).

**SunTrust Bank, Inc. – Atlanta, Ga.**

**October 2010 – Nov 2016**

**Program Manager**

- Execute day-to-day program management activities for multiple, concurrent Enterprise wide infrastructure improvements. Manage multiple project managers, engineers, corporate real estate resources, external vendors, contractors, for user moves, wireless deployments, conference room upgrades, VoIP rollout, Internet upgrades, wired switch equipment upgrades. Completed 14 large SunTrust corporate Wireless and VoIP Installs throughout the Entire Footprint. Installed redundant Network bandwidth expansions in all corporate locations. Conduct technical site surveys, circuit provisioning and traffic studies to optimize associated location costs. Develop and manage issues & risks, perform change management / communication activities to ensure timelines and full adoption of improvements have been achieved. Ensured program and projects adhered to PMO standards.

**Lowes – Norcross Ga.**

**March 2009 – October 2010**

**Commercial Sales**

- Maintained and managed specialized projects for commercial corporate and private sector construction accounts, including property management and apartment firms, public schools, real estate brokers and Gwinnet County Government locations. Provided district wide sales support, technical expertise and assessed customer business process improvements in all areas of construction, building code adherence and remodeling.



**Broadsource – Dunwoody Ga.**

**May 2008 – March 2009**

**Large Account Manager - Contract**

- Managed accounts with an annual telecom budget of \$800K–\$15M. Provided telecommunications engineering and process refinement solutions and improvements for all land-line, cellular, fiber, VOIP and server communications. Conducted site survey analyses and consults for facility improvements and consolidations. Designed, developed and delivered interim solutions to minimize or eliminate outages or service interruptions while the improvements were being implemented. Performed telecom invoice auditing, consulting and departmental billing process analysis. Managed reconciliation, and coordination of payment for client invoices through the use of BroadSource's proprietary technology application.

**SawHorse, Inc. – Atlanta, GA**

**July 2007 – Feb 2008**

**Production Manager**

- Managed entire field staff on city-wide, high-end remodeling projects. Ensured adherence to all building code requirements. Provided telecom, smart-house wiring, networking / I.T, security consults.

**The Space Down Under L.L.C. Construction Owner**

**July 2006 – Current**

- Specialized construction consulting, project and property management. Residential and Commercial Inspections. Managed Telecom/ I.T., security/CCTV, home theatre and all other technical building and remodeling projects for commercial and high-end residential custom remodeling. Responsible for project design planning, management and problem solving through all phases of the project.

**BellSouth – BCS / AT&T – Atlanta, GA**

**Dec 1988 – July 2006**

**Tech Support Manager**

- Technical support manager for the 9 state south-east region, large business customers. Managed 24 x 7 x 365 tech support staff for 1450 locations in the 9 state region. Comprised of 32, toll free numbers, dedicated call groups through multiple OC 3 facilities and engineered dedicated services for nation-wide customer base. Supported Voice, Data and Network functions. Developed group reports used to optimize peak revenue production hours for 1-800 # traffic. Developed all division training manuals for new software platform. Level III Nortel certified Technical Support approved contact within Bellsouth.

**Division Project Construction Engineering Manager**

- Managed all Bellsouth corporate consolidation construction projects in Atlanta and Birmingham. Defined project scope for each location and ensured project was completed on time and on budget. Ensured all consolidated locations met requirements for infrastructure wiring, code adherence, power and full operational redundancy.

**Call Center Analyst - Customer Support Center**

- Planned, designed and implemented advanced call center technology for the Bellsouth CSC. Scheduled all agents and analyzed agent to call load maximization. Conducted sales presentation demos to perspective customers previewing the BellSouth Nortel product line. Provided technical sales engineering support to Bellsouth sales division, training and documentation for sales and marketing groups, and updates to senior executives when software enhancements were available that would support cost savings and productivity increases. Managed staff of 55 including schedule management and training new employees.

**Disaster Recovery Project Manager**

- Division Project Construction Manager for 9-state southeast region. Developed seamless full recovery procedure for companies affected by disaster or crisis (e.g.Y2K, weather related outages, strikes, etc.). Gathered and analyzed large amounts of data, from all divisions, to identify any and all possible outcomes. Developed procedures and distributed recovery manuals throughout the region.

**Bellsouth Systems Technician, Remote Maintenance Access Center, First Level Tech Support**

- Responsible for integration, infrastructure wiring and networking of I.B.X switch linking voice, wireless and data-networks at all satellite locations, including Emory University and Crawford Long Hospital, Bank of America Tower, DeKalb Medical Center, GWCC, MARTA, Egleston Hospital, and Atlanta City Hall.

**NYNEX – Boston, MA**

**July 1984 – Dec 1988**

**Lead Field Engineer**

## **Certifications**

### **/ Education**

Oracle Primavera P6/ Ecosys - 2015  
CPM Certification – Dec 2014  
Six Sigma / Lean – SunTrust Green Belt Course - 2012  
Visio - Professional 2000  
Microsoft Project Certification - 2001  
PMP - Project Mgt. Certified Professional - 1999  
AT+T Switching Network Certification - 1992  
Northeastern University – Telecommunications Engineering - 1986

**I.T Languages:** Windows 7, Windows 2000, Windows XP, C+, Unix

**Methodologies:** Agile, Six Sigma, Waterfall, CMP and PMP Practices

**Project Mgmt & PMO** Microsoft Project, Visio, Oracle Primavera P6, Ecosys  
**Version Control:**

# DEANN GOODMAN

Thomaston, GA 30286

Administrative professional with 12+ years of experience performing varying office requirements and employee interactions.

## EXPERIENCE

05/04/2015 – CURRENT

**HUMAN RESOURCES; PAYROLL MANAGER**, HERITAGE INN OF BARNESVILLE

Responsibilities:

Payroll, time manager, maintaining employee online profiles, maintaining employee paper files, system entry for new hires, terminations, updates to employee information, data entry, benefits coordinator, maintain and order supplies, administrator's assistant.

10/01/2013 – 05/01/2015

**OFFICE MANAGER**, POWER POSITIVE

Responsibilities:

Payroll, time manager, maintaining employee files, data entry, AR/AP, scheduling appointments, submitting bids, managing project budgets, QuickBooks, any and all office requirements.

## EDUCATION

2006

**DIPLOMA**, BAYSHORE HIGH

Graduated in Bradenton, Florida. 3.0 GPA

## SKILLS

- Proficient in Microsoft Office
- Excellent Customer Service skills
- High Attention to Detail
- Friendly; able to communicate and get along well with all associates.
- Knowledgeable of GA HR rules and best practices.
- Excellent Time Management
- Deadline Driven

## ACTIVITIES

Passionate about working with and helping others achieve their best performances, in all they do, in and out of work. I enjoy helping clients resolve issues calmly and to their satisfaction. I have earned several awards and recognitions for customer service excellence, and for achieving perfect mystery call scores.

**Kenneth J Lynn**

[Redacted]

[Redacted]

[Redacted]

[Redacted]

**Shaw Industries**                      **3-Jul-1997 to 6-Jul-2017**  
**Reliability Technician C Heatset**

[Redacted]

[Redacted]

**Northwest Whitfield High school - 6-Jun-1993**  
Diploma

**University Of Georgia - 4-May-1997**  
None

[Redacted]

[Redacted]

[Redacted]

**BBS**

BBS (behavioral based safety), I was the leader of my group that identified procedures and behaviors that were a part of my working environment and ways we could eliminate those hazards. I.e. Reducing cuts and first aids by patrolling my work area and identifying sharp edges.

**Safety Team**

**Member**



---

**Beth Hernandez**

**Former coworker**



**Tony Bitzal**

**Former coworker**



**David Farmer**

**Former coworker**



# LAUREN EVANS

• Atlanta, GA 30342 •

## **EDUCATION**

**Master of Arts in Liberal Studies, University of North Carolina Wilmington** (Graduated May 2014)

**Bachelor of Arts in English and minor in Communication Studies, University of Alabama** (Graduated August 2012)

## **RELEVANT EXPERIENCE**

**Program and Operations Manager, Honors Program, Georgia Institute of Technology** (November 2017-Present)

- Plan and execute recruiting, admissions, housing, orientation, and retreat for 202 incoming first-year students.
- Develop, manage, and maintain program communication platforms.
- Manage payroll and human resources for 30 student assistants.
- Design, plan, and execute Honors Program community outreach events and activities for 1000 students.
- Develop, analyze, reconcile, and report program financial data.
- Contribute to general program development and planning.

**Senior Administrative Professional, Honors Program, Georgia Institute of Technology** (July 2015-November 2017)

- Planned and executed recruitment and admissions process for the Honors Program.
- Managed the application of budget policies, procurement, financial paperwork, and reports.
- Managed payroll and human resources for student assistants.
- Managed social networking, email, telephone, and in-person communication for the Honors Program.
- Designed, planned, and executed Honors Program student events and activities.
- Contributed to general program development and planning.

**Administrative Professional III, Honors Program, Georgia Institute of Technology** (October 2014 – June 2015)

- Managed social networking, email, telephone, and in-person communication for the Honors Program.
- Scheduled and planned Honors Program student events.
- Organized and reviewed admissions data.

**Graduate Reader, University of North Carolina Wilmington Office of Admissions** (October 2013 – May 2014)

- Reviewed and assessed applications for first year and transfer admission.

**Assistant Editor, *Palaver Interdisciplinary Journal*** (January 2013 – May 2014)

- Reviewed all submitted work.
- Scheduled and facilitated reader meetings to select work for publication.
- Edited accepted pieces for grammar and content.
- Assisted Editor-in-Chief with event coordination, scheduling, and other tasks as needed.

**Desk Receptionist, University of North Carolina Wilmington Housing & Residence Life** (January 2013 – May 2014)

- Provided customer service to residents and their families as needed.
- Resolved conflicts involving residents.

**Desk Assistant, University of Alabama Housing** (August 2009 - May 2012)

- Provided customer service to residents and their families as needed.
- Resolved conflicts involving residents.

## **SKILLS**

Proficiency in Microsoft Office, Adobe Creative Suite, Slate, Banner, Drupal and DegreeWorks; social media websites; customer service; conflict resolution; crisis management; moderate public speaking; writing; copyediting.

# LEE C. BENEDICT, JR

[Redacted]  
Martinez, GA 30907

[Redacted]

Veteran's Preference: Global War on Terrorism Expeditionary Medal, 30+ percent service-connected disability

## OBJECTIVE

God-fearing intelligent American seeks the gubernatorial appointment to fill the remaining term of retiring United States Senator, John Hardy Isakson, where he will serve the people of Georgia and the United States with honor.

## PROFESSIONAL PROFILE

**Superior Communicator** → **Effective Educator** → **Highly Credible** → **Service Orientated** → **Conflict Resolution**  
**Unquestioned Integrity** → **Personnel Management** → **Government Relations**  
**Managerial Competence** → **Logistics Operations** → **Research Coordination** → **Proposals / Presentations**  
**Published, Nationally-Distributed Author** → **Inventory Management** → **Auditing Operations** → **Public Relations**

- **B.A.** in Public Relations, **M.Ed.** in Special Education, **Ed.S.** in Educational Psychology, **MPA. Ed.D.** (candidate)
- **30+ years** of political involvement
- Managerial experience with **two Fortune 500 companies**
- Father of (deceased) child with *special needs*
- Experience in the **NY State Assembly** and in the **US Senate**
- **Strong analytical skills**, with natural troubleshooting proficiency
- **Leaves things better** than the condition in which they were found
- **Reputation** for doing **what is right**
- **Candidate** for public elected office **at the request of concerned citizens**
- At or above state average on TKES (Teacher Keys Effectiveness System)

## EDUCATION

### DOCTOR OF EDUCATION IN CURRICULUM AND INSTRUCTION, SPECIAL EDUCATION (candidate)

**45 semester hours**

Liberty University, School of Education, Lynchburg, VA 24502

### MASTER OF PUBLIC ADMINISTRATION

**2016**

**36 semester hours**

Augusta University, Katherine Reese Pamplin College of Arts, Humanities, and Social Sciences, Augusta, GA 30912

### EDUCATION SPECIALIST IN EDUCATIONAL PSYCHOLOGY

**2008**

**30 semester hours**

The University of Georgia, College of Education (**nationally ranked**), Department of Educational Psychology & Instructional Technology, Athens, GA 30602

### MASTER OF EDUCATION IN SPECIAL EDUCATION

**2006**

**45 semester hours**

Liberty University, School of Education, Lynchburg, VA 24502

### BACHELOR OF ARTS IN PUBLIC RELATIONS

**1996**

**120 semester hours**

Mount Saint Mary College, Newburgh, NY 12550

### NEW YORK STATE DIPLOMA

**1986**

Cornwall Central High School, Cornwall, NY 12518

## NOTABLE ACHIEVEMENTS

- 2019 Richmond County Retired Educators Association Scholarship recipient
- During Operation Iraqi Freedom, maintained 100% accountability of \$9 Million in assets while serving as unit's Supply NCOIC and Operations NCO; independently requested, procured and delivered food, water and mail to 250+ troops situated in Iraq and Kuwait
- As part of management, received numerous awards and accolades from corporate offices
- Managed all aspects of staff management, including the hiring, scheduling and strategy
- Author of *Freedom Heist; The Left's Theft of Liberty* ISBN: 9-781937-952440

## EMPLOYMENT EXPERIENCE

Richmond County School System  
 T. Harry Garrett Elementary School, Special Needs Department  
 Augusta, GA  
 Supervisor: Ms. Brandice Schofe, Department Chair; [REDACTED]

August 2004 - Present  
 40 Hours / week  
 Starting Salary: \$27,650 / year  
 Current Salary: \$70,442 / year

### LEARNING SPECIALIST

Co-teach English and mathematics in a standards-based classroom containing students with and without learning disabilities and serve as Case Manager for 12 students by ascertaining that each student's IEP (Individualized Education Program) provides for all necessary services, provisions, and modifications, and that those necessities are implemented IAW *No Child Left Behind* legislation. Provided 250+ hours of Extended School Year and Alternative Education Setting services and Homebound services.

United States Army  
 Fort Gordon, GA  
 Supervisor: First Sergeant, Rhonda F. Wheeler; [REDACTED] (last known)

July 1996 – July 2004  
 40 Hours / week  
 Starting Salary: \$1110 / month +  
 Ending Salary: \$2130 / month +

### UNIT SUPPLY SERGEANT

Spearheaded all necessary operations and functions to assess and account for a \$90,000 annual budget. Supervised, directed and instructed soldiers at all levels. Entirely responsible for the proper care, maintenance and custody of 150+ automatic and semi-automatic weapons. **Previous duty stations include** Fort Stewart, Georgia and Camp Red Cloud, Korea.

Anderson-Little / Richman Brothers  
 Newburgh, NY  
 Supervisor: Mr. Sam Yozzo, Manager; [REDACTED] (last known)

August 1987 – December 1992  
 40 Hours / week  
 Starting Salary: \$4 / hour + 1.5%  
 Ending Salary: \$140 / week + 5%

### ASSISTANT MANAGER

Trained, directed and supervised a diverse staff of eight for major regional men's and women's tailored clothing retailer with over \$1 Million in inventory. Demonstrated outstanding insight and expertise into customer relations, bookkeeping and merchandising operations. Two-time District of the Year award winner. **Recipient of numerous awards and bonuses** for inordinate sales volume. **Promoted** to Assistant Manager in August, 1990.

## CERTIFICATIONS AND LICENSES

Presenter at American Society for Public Administration, Georgia conference, Augusta, GA	2015
STEM (Science, Technology, Engineering, Mathematics) Academy graduate	2013
Georgia Educator Certificate, Atlanta, GA	2004 - present



## PROFESSIONAL AFFILIATIONS

**Administrative District Intern:** NY State Assemblywoman Nancy Calhoun  
**Brother:** Martinez Masonic Lodge No. 710; Martinez, GA  
**Brother:** Scottish Rite Valley of Augusta; Augusta, GA  
**Legislative Intern:** US Senate, Republican Policy Committee; selected from field of greater than 250 applicants nationwide  
**Member:** Professional Association of Georgia Educators  
**Member:** Student Judicial Board, Mount Saint Mary College  
**Volunteer:** Georgia Special Olympics, Area 9

*"Learning is not attained by chance; it must be sought for with ardor and attended to with diligence." – Abigail Adams*

*"No amount of ability is of the slightest avail without honor." - Andrew Carnegie*

*"Be studious in your profession, and you will be learned. Be industrious and frugal, and you will be rich." – Ben Franklin*

*"When men are employed, they are best contented; for on the days they worked they were good-natured and cheerful, and, with the consciousness of having done a good day's work, they spent the evening jollily; but on our idle days they were mutinous and quarrelsome." – Ben Franklin*

*"A man of character will make himself worthy of any position he is given." – Mahatma Gandhi*

*"Employment gives health, sobriety and morals. Constant employment and well-paid labor produce, in a country like ours, general prosperity, content, and cheerfulness." – Daniel Webster*

*"America is no stronger than its people - and that means you and me. Well, I believe in you, and I believe that if we work together then one day we will say, 'We fought the good fight. We finished the race. We kept the faith.' And to our children and our children's children we can say, 'We did all that could be done in the brief time that was given to us here on earth.'" – Ronald Reagan*

# Linda S. McCall, LCSW

██████████  
Lawrenceville, GA 30046  
██████████

## OBJECTIVE

To serve as a Republican Senator for the state of Georgia, utilizing twenty-six (26) years of experience and leadership to directly impact and support positive change in the lives of Georgians. Understanding the state system through which change is accomplished with my solid history of writing policies, providing services, and being an advocate for many individuals in need, my vision is for our entire population to have their voices heard and ensure needs are addressed throughout our rural and urban areas.

## WORK EXPERIENCE

### **January 16, 2014 – August 30, 2019: Program Director II, Behavioral Health (BH) and Long-Term Care (LTC), Department of Community Health (DCH), Medicaid/Operations, Policy and Provider Services, Atlanta, GA**

Interface with Centers for Medicare and Medicaid Services (CMS) in the following areas: Behavioral Health, Hospice, Home Health, Pre-Admission Screen Resident Review, Nursing Facilities, Peach Care for Kids (CHIP), etc., as well as any issues pertaining to Mental Health Parity with CMS and DCH on the National Correct Coding Initiatives and Medically Unlikely Edits. Being in this role made it essential to collaboratively work on State Plan Amendments and engage multiple stakeholders, state agencies and other key DCH individuals. Responsible for supervisory oversight of the following Georgia Medicaid, Department of Community Health Part II Policy Manuals: Community Behavioral Health Rehabilitation Services, Community Based Alternatives for Youth, Psychiatric Residential Treatment Facilities, At Risk of Incarceration TCM, Adult Protective Services TCM, Adults w AIDS TCM, Nursing Facility Services, Swing bed Services, Nurse Aid Training Program, Hospice and Home Health. Served as manager to 3 professional staff operating as “subject matter experts” for their perspective assignments with the responsibility for all policy manuals for Fee for Service (FFS) in DCH BH and LTC. Responsibilities further included the on-going review of policies and procedures and ensuring updates were done as required and being the Mental Health Parity Representative for DCH in many meetings and trainings. I was responsible for communicating with agencies, providers, members, advocacy groups, facility managers and other stakeholders and developed stakeholder group meetings to address issues and keep communication open. I worked closely with technical analysts to ensure claims paid as appropriate. Representing DCH, I met with other state partners to provide guidance on audits, standards of care, best practices, federal and state requirements and presented at multiple conferences, workshops and meetings. Other duties included being an evaluator on a procurement team to review proposals for a multi-million dollar/five-year contract to select a medical manager for the state to manage the utilization review and the prior authorization process for multiple state-wide programs. Also, I served as the DCH representative for several state-wide committees and advisory boards.

*June 2016 - June 2017, I was selected to be the **Chairwoman of Georgia’s Interagency Directors Team (IDT)** which is a group of 30 plus leaders from multiple state agencies and advocacy groups across the state working together to promote the System of Care Framework for Behavioral Health. The IDT operates under the guidance of the Behavioral Health Coordinating Council (BHCC) which was appointed by Governor Deal to ensure children’s services are accessible and are high quality. Under my leadership, the IDT developed the System of Care State Plan for the Department of Behavioral Health and Developmental Disabilities (DBHDD) which was approved by the BHCC August 2017. The IDT completed their first year of focusing on state-wide improvement in areas of access, coordination, workforce development, evaluation and blended funding. I conduct multiple other duties as assigned and as needed. As of March 2018, I was selected as a member of the Governor’s Children Cabinet and attended events and meetings with Mrs. Sandra Deal and other members of the Cabinet as scheduled until December 2018.*

### **June 2007 – Present: Administrative and Program Behavioral Health Surveyor, CARF International, Tucson, AZ**

Conduct CARF surveys in the U.S. and Canada. Surveyed over 100 organizations primarily as an administrative Surveyor but also conduct Program Surveys. Responsible for contacting organizations, educating them on the CARF Survey process and providing leadership and consultation prior to and during surveys. Provide for orientations and exit interviews, review policies, strategic plans, leadership, corporate compliance, safety plans, governance, technology plans, risk management, outcomes management and provide recommendations to CARF International as to the accreditation outcome. Compile highly technical reports. Have an outstanding record of excellence in professionalism and customer satisfaction for 12 years.

### **October 24, 2011 – January 10, 2014: Social Work Analyst/Reviewer, Alliant/GMCF, Atlanta, GA**

Determined compliance of behavioral health services provided by Community Service Boards in the state of Georgia receiving Medicaid payments, made determinations on quality of care issues and recoupable billings. Received comprehensive training on reviewing claims and documentation for services provided to individuals with behavioral health issues as well as developmental disabilities; reviewed Community Service Boards and private practices regarding compliance with the Department of Community Health’s policies. Provided assessments and conducted facility/home inspections on sites being reviewed. Provided entrance and exit interviews with providers. Compiled reports. Gave direction to providers on state policies and procedures for behavioral health and developmental disabilities.

**November 2009 – June 30, 2011: Clinical Director, McIntosh Trail CSB, Griffin, GA**

Provided oversight and supervision to all behavioral health services in the seven (7) county area covered by McIntosh Trail CSB, which included rural and metropolitan areas. Provided supervision to 6 Outpatient Center Directors and Director of Housing, Temporary Assistance for Needy Families (TANF) Director, Peer Supports Directors, Utilization Review Coordinator, Director of Community Support and the Director of Pine Woods Crisis Stabilization Program which provided 24/7 crisis residential treatment. Provided oversight of budget totaling approximately \$3.8 million. Provided training, clinical supervision, chaired and participated on multiple committees including being the Chairperson of Risk Management. Coordinated services with multiple public and private agencies and maintained involvement in community committees and collaboratives. Gave multiple presentations and educational programs on services of behavioral health issues and needs. Provided CARF training and consultation to the agency moving from Joint Commission to CARF Accreditation which resulted in a 3-year CARF Accreditation with very few recommendations.

**December 2008 –Oct. 2010: Mobile Assessor, Riverwood Psychiatric, Riverdale, GA Work hours as scheduled.**

(Max. of 5–24 Hr. shifts/month) Provided Behavioral Health crisis assessments in hospitals to determine level of care needs.

**January 2008 – Oct. 2010: Adjunct Professor, Argosy University, Atlanta, GA Supervisors: changed depending on head of Psychology Dept., Position was contracted.**

Taught group counseling and practicum classes to masters' level students.

**April 2002 – Jan. 2010: Counseling Coordinator, Gwinnett Sexual Assault Center, Duluth, GA**

Provided training to volunteers and staff. Provided ongoing and brief counseling, individual, group and family counseling. Supervised interns from the University of Georgia. Conducted Forensic Interviews with clients not on the counseling caseload. Served as an expert witness as needed.

**September 18, 2006–March 21, 2008: UM Coordinator/Compliance Auditor, DeKalb CSB, Decatur, GA**

Coordinated audits and Corrective Action Plans with APS Healthcare, the state's third-party administrator. Developed and provided competency-based training to Psychosocial Rehabilitation/Peer Supports Staff at DeKalb CSB. Provided Clinical Documentation Training and Co-Occurring Disorders Training to agency clinical staff approved for CEU's from the University of Georgia. Supervised the Utilization Review/Utilization Management Process. Served as the Chairperson for the Consumer Care Committee in which issues of clinical care, seclusion and restraint, assessment, education and coordination were addressed as needed to ensure agency wide performance improvement.

**March 16, 2006 – June 9, 2006: Director, Master Assessment Team, GRN CSB, Lawrenceville, GA**

Served on GRN's Executive Committee. Responsible for supervising 21 professional staff, in Utilization Management, Telephonic Triage and Assessment & Referral and Face to Face Assessments. Responsible for implementation of a new system of care for consumers and GRNCSB.

**December 1999 – March 15, 2006: Social Services Administrator, GRN Access/GRN Care Management, GRN CSB**

Served as a member of GRN's Executive Committee for over five (5) years. Responsible for direction and supervision of two (2) programs consisting of nine (9) Masters' Level Staff, one (1) RN and three (3) Program Assistants with a budget of \$650,000. Responsible for GRN's Access to Care (telephonic triage, assessment and referral program) and the Office of Care Management that provided Utilization Management and Clinical Training for GRN staff. GRN's Access was the Single Point of Entry for GRN and managed approximately 1500 to 2100 calls a month. Developed Policies and Procedures for department. While in this position, Access became accredited for Assessment and Referral Services, and certified with the American Association of Suicidology. As a part of my responsibilities for the Office of Care Management, I represented GRN at the APS Healthcare Quality Improvement Council and served on this statewide council for five years. Responsible for the sub-committee of Credentialing for GRN's Continuous Quality Improvement. Provided training to GRN staff in multiple best practices and clinical documentation. Served as the **GRN Project Director** for a state grant to provide services to the Katrina Evacuees from November 2005-February 2006 and provided state-wide training to professionals providing services to Katrina Evacuees.

*2000-2002: President of the Georgia Chapter of the International Association of Psycho-social Rehabilitation (IAPSRs). Also, I served as the Continuing Education Coordinator for the (IAPSRs) International Conference that was held in May 2003. I was responsible for coordinating the CEU activities for approximately 1400 Participants.*

**August 1999 - December 1999: Utilization Manager, GRN Community Service board, Lawrenceville, GA**

Developed and implemented GRN's first Utilization Management/Utilization Review Program. Wrote Policies and Procedures and hired staff. Was promoted from this position after 3 months.

**October 1996- August 1999: Social Services Coordinator, GRN Community Service board, Snellville, GA**

Responsible for supervision and administration of three (3) service delivery programs in Gwinnett County providing treatment to over 120 consumers with behavioral health needs. **In October of 1996, developed and directed GRN's first Partial Hospitalization Program and received accreditation for this program from CARF after only 9 months in operation.** Responsible for the supervision of this program for 3 years. As the director of GRN's Beacon Place Psychosocial Rehabilitation Program (also Accredited by CARF), and Intensive Day Treatment Program, provided clinical supervision to 10 staff and M.S.W. interns. Trained staff and participated in multiple community organizations.

**1996-1999: Counseling Coordinator, Gwinnett Sexual Assault Center, Duluth, GA.**

(3-6 hours/week) Provided counseling to individuals, families and couples. Conducted forensic interviews.

**June 1996- October 1996: Human Service Provider, Senior, GRN Community Service board, Snellville, GA**

Provided supervision and administration for 4 behavioral health service delivery programs in Gwinnett County providing day treatment services and housing to approximately 115 consumers. Provided oversight to over 35 staff, professional and paraprofessional. Responsible for budgets and day-to-day operations of the CARF Accredited Programs of Gwinnett Housing Program, Beacon Place Psychosocial Program, GRN Partial Hospitalization Program and the GRN Employment Program.

**August 1994- June 1996: Human Service Provider, GRN Community Service board, Snellville, GA**

Provided supervision and administration to 4 behavioral health service delivery programs in Gwinnett providing day treatment services and housing to approximately 115 consumers. Provided oversight to over 35 staff, professional and paraprofessional. Responsible for budgets and day-to-day operations of the Gwinnett Housing Program, Beacon Place Psychosocial Program, GRN Partial Hospitalization Program and the GRN Employment Program. *Went to school at the University of Georgia while in this position. Upon receiving my MSW in 1996, was promoted to a higher-level position.*

**August 1990- August 1994: Human Service Technician, Principal, GRN CSB, Lawrenceville, GA**

Responsible for locating residential placements for consumers involved in treatment with the GRN Community Service Board. Worked closely with apartment managers and home-providers to ensure that consumers' needs were met. Worked as a strong advocate for consumers by developing a network of resources to assist them with emergency food and clothing assistance. Served as the Public Relations Chairperson for the Gwinnett Community Council for 2 years. Responsible for the supervision of 12 staff.

**October 1986- August 1990: Human Service Technician, Principal, North Georgia MH/MR/SA, Gainesville, GA**

Provided case coordination for 130-170 consumers. Provided intake assessments, individual, family and couples supportive counseling. Developed 6 treatment groups. Served as the adult unit representative to the Quality Assurance Committee for 2 years and audited hundreds of charts to assist in determining appropriateness of treatment and level of care recommendations.

**October 1985- September 1986: Human Service Technician, North Georgia Mental Health, Gainesville, GA**

Worked in a day treatment program consisting of 55 consumers diagnosed with behavioral health needs. Developed a slide show presentation and presented it to various civic groups for public awareness and to bring in donations to the day treatment program.

**BUSINESS OWNER**

**November 2015 – Present: McCall's Counseling and Consulting LLC**

**EDUCATION**

M.S.W., The University of Georgia, Athens, Georgia 1996: GPA 3.78.

B.A. Central Wesleyan College, Central, South Carolina 1980 GPA 3.08. Major: Psychology / Criminal Justice.

Associate Degree, Tri-County Technical College 1977, Major: Criminal Justice

**LICENSE/CERTIFICATION/TRAINING**

Licensed Clinical Social Worker (L.C.S.W)

January 2000

License # CSW002793

# MARK GRIFFITH

Atlanta, GA | [REDACTED] | <http://www.linkedin.com/in/mark-griffith/>

## Candidate for US Senator in the Great State of Georgia

### Engaging customers and growing revenue through analytically-driven product strategies

Strategic and innovative TEAM LEADER with nearly 20 years of experience in website and digital product development. Consistently uses data and analytics to identify new opportunities to engage consumers across platforms. Demonstrated leadership skills in working with senior leaders, direct reports and vendors. Improves e-commerce through strategic planning, development, and execution.

Product Management | Mobile & Web Strategy | Product Marketing  
E-Commerce | Development | Communication  
Cross Functional Collaboration | B2C | Agile Development | Innovation  
Consulting | Vendor Selection & Management | Analytics

## Industry Experience

BLUE PORCH DIGITAL, Atlanta, GA 11/2017 – Present  
**Consultant & Owner**

Digital consultant for local entrepreneurs and small businesses providing expertise in strategy, development, and consumer engagement to bring platforms from paper to screen.

- Built B2B strategy for PrizePicks, early stage fantasy gaming product, to monetize product.
- Moved beta concept to market in 3 weeks for CampID.io, collaborating with developers and designers to provide focus and vision to launch product for Atlanta-based startup.
- Developed wireframe and strategy for sports ticketing company.

PRIMESPORT, Atlanta, GA 12/2014 – 11/2017  
**Sr. Vice President, Digital**

Managed digital experience and e-commerce strategy for PrimeSport.com, a sports ticket provider, increasing online revenue over 75%. Led and managed Digital, eCommerce, Marketing and Technology departments driving change through use of data analytics and agile methodologies.

- Improved conversion rates by 45% of PrimeSport website as executive sponsor of core website re-design; increased site revenue by 50% within first year utilizing analytics and focus on UX.
- Delivered first PrimeSport mobile apps on both iOS and Android; managed product launches.
- Expanded feature set for PrimeSport.com including a lead generation microsite, online tools for ticket sellers, new payment methods and digital delivery options.
- Increased customer engagement and satisfaction through new feature on partner site to present homes available for rent in Augusta during Masters week

TURNER BROADCASTING SYSTEMS, Atlanta, GA 7/2005 – 12/2014  
**Director, Product Management** NCAA.com (2013 – 2014)

Product lead for NCAA.com. Developed and executed strategies across desktop and mobile platforms.

- Launched focused and re-branded NCAA Sports mobile app; developed and met objectives and success criteria, and led vendors selected through RFP to deliver improved product.

**Senior Director, Product Management** NASCAR.com (2008 – 2012)

Managed NASCAR.COM products team and platform with annual revenue of \$12 million. Led development of product strategies, product plans and roadmaps. Managed annual budgets and forecasts to meet business objectives. Collaborated with Ad Sales, Operations, Marketing, Editorial, Creative, Finance and Web Development to prioritize strategies and improve product offering.

- Increased subscribers five-fold through growth of fantasy game platform with unique scoring and consumer engagement, making fantasy a core part of fan experience at NASCAR.com.
- Through strategy and prioritization, improved TrackPass subscription service and launched Social Media initiatives, Connected TV applications, and Content Initiatives.
- Launched the first native official NASCAR mobile applications for iOS and Android; managed complex business relationships with league, wireless provider (Sprint) and development partner.
- Restructured Product Management organization to improve effectiveness, identifying key skill sets and driving focus to build team a team prepared for large organizational/industry shifts.

**Director, Product Development** CNN.com (2007 – 2008)

**Director, Premium Services** CNN.com (2005 – 2007)

Developed internet-based tools and applications to drive traffic and exposure for CNN.com.

- Developed CNN Pipeline – a broadband subscription video service – growing subscribers from 1 to 100,000 and building the one of the largest direct to consumer product at the time; collaborated across Marketing, Research, IT, Business Development, Customer Service and Finance.
- Prioritized opportunities based on potential revenue and resource requirements; led ongoing business strategies and tactics for CNN Pipeline.

EARTHLINK, Atlanta, GA

7/2000 – 12/2005

**Director, Product Marketing – Value Added Services** (2002 – 2005)

**Senior Product Manager, Product Management** (2000 – 2005)

Led strategy and marketing for Value Added Services portfolio including Home Networking, Security, Digital Music, Online Photos, VOIP and Web Hosting production. Developed messaging strategies, optimized channel opportunities, executed marketing programs, budgets and forecasts.

- Increased sales rates 200% in one year through development and execution of cross-collaborative strategy with Marketing, Sales, Product Management and Finance; managed 5 direct reports.
- Identified several new product opportunities, including EarthLink Accelerator and Pop-Up Blocker, through Consumer research; launched EarthLink Plus with Acceleration.
- Led the redesign efforts for [www.earthlink.net](http://www.earthlink.net) utilizing competitive analysis, creation of business case, obtaining executive level buy-in, and leading large team through implementation.

## Education

---

FUQUA SCHOOL OF BUSINESS, DUKE UNIVERSITY Durham, NC | **MBA**

BUCKNELL UNIVERSITY, Lewisburg, PA | **Bachelor of Science in Business Administration**

### Skills & Volunteer Activities:

- Programs: Microsoft Suite, Adobe Target, JIRA, Google Analytics, Balsamiq, Wordpress
- Founder and content creator: Atlanta Eats Blog (2005 – 2009), Fanbunker.com (2006 – 2011)
- 48in48 Planning Committee Volunteer (2018)

Mary Kay Bacallao  
Fayetteville, Ga. 30215

## **EDUCATION**

- 2004-2015 Additional Graduate Courses at Mercer University GPA 4.0  
EDSC 675 Conceptual Integrated Science II  
EMAT 672 Teaching Science for Middle Grades and Secondary  
EDMT 678 Geometry Measurement & Data Analysis in ECE  
EDMT 601 Problem Solving  
EDMT 631 Geometry for the Middle Grades and High School  
EDMT 611 The Theory of Arithmetic  
EDUC 666 Advanced Teaching of Mathematics in the Middle and High School  
EDUC 699 Teaching Calculus  
EDMT 621 Algebra for Middle Grades/Secondary Teaching  
EDUC 583 Introduction to Special Education
- 2001-2002 Additional Undergraduate and Graduate Courses Completed for Science Certification at FAU, St. Thomas University and BCC: Physics, Methods of Teaching Middle and Secondary School Science, Bioregions, Marine Biology, Ecology, Science Research and Crime Analysis, GPA 4.0
- 1994-1996 Doctor of Education, Educational Leadership, Florida Atlantic University, GPA 4.0  
1991-1994 Specialist in Educational Leadership, Florida Atlantic University, GPA 4.0  
1989-1991 Master of Science in Education, Florida Atlantic University, GPA 4.0  
1986-1988 Bachelor of Arts in Elementary Education and Bible, Miami Christian College/Trinity International University  
GPA 4.0
- 1982-1986 High School Diploma, Madonna Academy, Hollywood, Florida GPA 4.0+

## **WORK HISTORY**

- 2008-present *Professor of Education, Tift College of Education, Mercer University*  
Courses Taught:  
EDUC 210 Instructional Technologies  
EDUC 211 The Construction of Scientific and Mathematical Thinking  
EDUC 220 Foundations of Education  
EDUC 226 Health, Safety and Nutrition  
EDUC 257 Psychology and Development of the Learner  
EDUC 403 Connecting Home, School and Community  
EDUC 646 Methods for Teaching English to Speakers of Other Languages  
EDUC 618 Issues of Diversity: Language, Cognition and Culture  
EDUC 454 Building Mathematical Competence and Confidence in Early Learners  
EDUC 455 Teaching Math for Middle Grades  
EDUC 601 Problem Solving in Math for ECE/MGE/Secondary  
EDMT 677 Number Sense and Algebra in Early Childhood Education  
EDMT 678 Geometry Measurement & Data Analysis in ECE  
EDMT 679 Mathematics Content Pedagogy  
EDEC 420 Kindergarten Numeracy, Spatial Sense and Measurement  
EDUC 722 Leadership in Professional Development  
EDUC 760 Advanced Professional and Ethical Practices in Early Childhood Education  
EDCI 845 Curricular and Instructional Technology  
EDUC 485 Professional Practicum  
EMAT 609 Mentored Practicum  
EMAT 612 Internship  
Supervised Student Teaching  
Doctoral Committee Member  
GACE Test Preparation for Mathematics

Mary Kay Bacallao  
Fayetteville, Ga. 30215

- 2003-2008 *Associate Professor of Education, Tift College of Education, Mercer University*  
*Earned Tenure at Mercer University in the spring of 2006*  
Courses Taught:  
EDUC 211 The Construction of Scientific and Mathematical Thinking  
EDUC 421 Science Methods for Early Childhood Education  
EDUC 422 Science Methods for Middle Grades Education  
EDUC 210 Educational Technologies  
EDUC 454 Math Methods for Early Childhood Education  
EDUC 455 Math Methods for Middle Grades Education  
EDUC 401 Early Childhood Curriculum  
Practicum and Student Teaching University Supervisor
- 2006-2010 *National Urban Alliance Consultant/Mentor*  
Albany, New York, Birmingham, Alabama and Newark, New Jersey, [www.nuatc.org](http://www.nuatc.org)
- March 2003 *Promoted to Associate Professor of Education at St. Thomas University*  
*Earned Tenure at St. Thomas University in the spring of 2003*
- 1999-2003 *25% Assistant Professor of Math, Science, and Elementary Education, Teacher Education Department, St. Thomas University*  
*75% Project Director: Preparing Tomorrow's Teachers to Use Technology*  
Author and Director of two collaborative PT3 grants from the U.S. Department of Education  
FY 2000 – FY 2002 Implementation Grant from the U.S. Department of Education  
The project was funded for \$1,232,199.00.  
FY 1999 Capacity Building Grant from the U. S. Department of Education  
The project was funded for \$143,400.00  
Courses taught:  
EDU 303 Mathematics/Content Area Instruction in the Elementary Multicultural School Setting  
EDU 304 Science/Content Area Instruction in the Elementary Multicultural School Setting  
EDU 450 Curriculum Technology  
EDU 300 General Methods of Teaching
- 1998-1999 *Assistant Professor, Teacher Education Department, St. Thomas University*  
Courses taught:  
EDU 300 General Methods of Teaching  
EDU 303 Mathematics/Content Area Instruction in the Elementary Multicultural School Setting  
EDU 304 Science/Content Area Instruction in the Elementary Multicultural School Setting  
EDU 450 Curriculum  
Supervisor of Teacher Interns
- 1997-1998 *Visiting Assistant Professor of Science and Math, Florida Atlantic University*  
Courses taught:  
SCE 4350 Science in the Elementary and Middle School  
MAE 4350 Mathematics in the Elementary and Middle School
- 1995-1997 *Fourth Grade Teacher, Welleby Elementary, Broward County Schools*  
Technology Team, IDEAS project Science Mentor teacher, Florida Atlantic University
- 1996-1997 *Adjunct Instructor, MAE 4350 Math Methods in the Elementary and Middle School*  
Florida Atlantic University
- 1994-1995 *Second Grade Teacher, Miramar Elementary, Broward County Schools*  
IDEAS project Science Mentor teacher, Florida Atlantic University



Mary Kay Bacallao  
[REDACTED]  
Fayetteville, Ga. 30215

- 1992-1994 *Fourth/Fifth Grade Teacher, Welleby Elementary, Broward County Schools*  
Technology Team, Supervisor of Student Teaching, Grade Chairperson
- 1990-1992 *Third/Second Grade Teacher, Banyan Elementary, Broward County Schools*
- 1988-1990 *Fifth/Third Grade Teacher, North County Elementary, Miami-Dade County Public Schools*  
Elected to the School Based Management Shared Decision Making Cadre

### **STATE OF GEORGIA CERTIFICATION**

Mathematics K-12  
Science K-12  
Educational Leadership K-12  
Early Childhood P-5  
Middle Grades Science  
Middle Grades Math  
Math Grades 6-12  
Science Grades 6-12  
English as a Second Language

### **MANUSCRIPT REVIEWS**

Integrating Technology into the PK-2 Classroom, published by “ISTE” the International Society for Technology in Education, invited review, July 2002.

### **INVITED PRESENTATIONS**

Invited State and Local Presentations on Education Law and Policy:

- Bacallao, Mary Kay. Fayette County Republican Party Saturday Breakfast, Topic: Legislative Update, What to Expect in 2015, November 2014
- Bacallao, Mary Kay. Lanier Tea Party, Topic: Anticipated Education Legislation, December 18, 2014
- Bacallao, Mary Kay. Briefing with State Senators Mike Crane and Marty Harbin, Topic: Anticipated Education Legislation, January 2, 2015, Fayetteville Public Library, Floyd Farr Room
- Bacallao, Mary Kay. Anticipated Education Legislation Briefing with Richard Woods, Georgia State School Superintendent, Senator Mike Crane, and Senator Marty Harbin, Sloppy Floyd Building, January 6, 2015
- Bacallao, Mary Kay. Turin City Hall, Topic: Education Legislation, January 2015
- Bacallao, Mary Kay. Education Legislative Update with Representatives Mike Dudgeon and Brooks Coleman, and Senator William Ligon, State Capitol Building, January 20, 2015
- Bacallao, Mary Kay. Madison Forum, Education Legislation, Canton, Georgia, January 31, 2015
- Bacallao, Mary Kay. Habersham Tea Party, Topic, Education Policy, January 2015
- Bacallao, Mary Kay. Dawson County Racing Hall of Fame, Topic: Education Legislation, February 10, 2015
- Bacallao, Mary Kay. Christ Church Athens, Topic: Legislative Update, March 21, 2015
- Bacallao, Mary Kay. Harlason Civic Center, Blairsville, Georgia, Topic: Legislative Update, May 26, 2015
- Bacallao, Mary Kay. Lanier Tea Party, Topic: Charters, Opportunity School District and CCRPI, with State Senator Butch Miller, Aug. 20, 2015
- Bacallao, Mary Kay. Common Core Forum Panelist on Math Standards with Sherena Arrington, Georgia State Senator William Ligon and Jane Robbins, July 16, 2013, Waycross, Ga. (Invited by Senator William Ligon)
- Bacallao, Mary Kay, Measure Up! New ways of thinking about Measurement, Capacity, and Geometry. 2013 Colloquium on P-12 STEM Education, August 5, 2013, Minneapolis, MN. (Invited)
- Bacallao, Mary Kay, ATMNE (Association of Teachers of Mathematics in New England) Getting to the Core/Problem Solving, Common Core, STEM, Technology, and Differentiation. Thursday, October 24, 2013, 10:30-12:00PM, Killington, Vermont. Measure Up! New Ways of Thinking about Measurement, Capacity, and Geometry. (Invited)

Mary Kay Bacallao  
Fayetteville, Ga. 30215

- Bacallao, Mary Kay. Debate with former State Board of Education Chair, Wanda Barrs. Venue: The State of Georgia House Republican Caucus. This was a closed meeting with the Republican House members. Location: GTRI Conference Center, December 6th, 2013, 12:00-1:00PM. Topic: The Common Core Standards, 5 minutes opening, 2 minutes of rebuttal with a question and answer session. (Invited by House Speaker David Ralston)
- Bacallao, Mary Kay. Common Core Informational Session with Tanya Ditty of Concerned Women of America, Jane Robbins of the American Principles Project and Senator William Ligon at Southeastern Technical College in Vidalia, Georgia Topic: The long-term effects of the implementation of the Common Core Math Standards. October 17th, 2013, 7-9PM. (Invited by Senator William Ligon)
- Bacallao, Mary Kay. Meetings with State House and Senate Education Committee Members as a Fayette County School Board member: (Invited by legislators as listed below)
- Bacallao, Mary Kay. The Newnan Center with Senator Mike Crane and Rep. Randy Nix, October 1, 2013.
- Bacallao, Mary Kay. The University of North Georgia in Dahlonega with Rep. Kevin Tanner and Senator Steve Gooch, October 8, 2013.
- Bacallao, Mary Kay. Middle Georgia State College in Eastman with Rep. Jimmy Pruett and Senator John Crosby, October 22, 2013.
- Bacallao, Mary Kay. Southeastern Technical College in Vidalia with Rep. Greg Morris and Rep. Tommie Williams, October 29, 2013.
- Bacallao, Mary Kay. Meeting with State Senator Ronnie Chance, Topic: Common Core Math Implementation and related legislation, November 4, 2013.
- Bacallao, Mary Kay. Meeting with former State Senator Pam Glanton, Topic: Common Core, November 13, 2013.
- Bacallao, Mary Kay. Savannah Technical College with Rep. Lindsey Tippins, November 19, 2013.
- Bacallao, Mary Kay. Augusta State University with Rep. Mike Dudgeon, Rep. Valerie Clark, Sen. Randy Stone and local school board members, December 3, 2013.
- Bacallao, Mary Kay, Eagle Forum of Georgia. Education Legislation with Eagle Forum Members and State Rep. David Stover, Green Manor Inn, Union City, Georgia, April 30, 2014.

#### Other Invited Presentations:

- Bacallao, Mary Kay, *New Ways for Teaching and Learning Key Math Concepts*, ATMNE (Association of Teachers of Mathematics in New England) Annual Meeting, Enlighten Yourself! Warwick, Rhode Island, November 9, 2011.
- Bacallao, Mary Kay, Presentation at the Metro Mathematics Supervisors Meeting, Topics: *Liquid Measure Fractions, Equals, Quadrilateral Pieces, Rainbow Number Puzzles, STAR 10*, McDonough, Georgia, December 13, 2010.
- Bacallao, Mary Kay. *Teaching Strategies for Culture, Language and Cognition*, Albany City Schools, National Urban Alliance, October 18, 2006 and November 9, 2006.
- Bacallao, Mary Kay. *Science and Math Teaching Strategies*. Miller Street Academy, Newark City Schools, National Urban Alliance, October 26 and 27<sup>th</sup>, 2006, November 16<sup>th</sup> and 17<sup>th</sup>, 2006, December 13<sup>th</sup> and 14<sup>th</sup>, 2006, January 3<sup>rd</sup> and 4<sup>th</sup>, April 17<sup>th</sup>, 18<sup>th</sup>, and 19<sup>th</sup>, May 3<sup>rd</sup> and 4<sup>th</sup>, 2007.
- Bacallao, Mary Kay. K-8 Teaching Strategies for Mathematical Problem Solving Workshop and Demonstration Lessons in the 3<sup>rd</sup> and 7<sup>th</sup> grade classrooms, Eastside Christian School, September 26<sup>th</sup> and 27<sup>th</sup>, 2006
- Bacallao, Mary Kay, and Lacefield, William Otis, *Excel Templates for the NCTM Standards*, 2004 Fall Forum, Leap into Mathematics, Alabama Council of Teachers of Mathematics, Montgomery, Alabama, October 22, 2004.

#### REVIEW COMMITTEES

*Georgia Professional Services Commission*  
Content Review Panel Member  
Agnes Scott MAT, Physics, January, 2006  
Agnes Scott MAT, Chemistry, January, 2006

*Georgia Professional Services Commission*  
Content Review Panel Member

Mary Kay Bacallao  
[REDACTED]  
Fayetteville, Ga. 30215

La Grange College Middle Grades Program Reviewer, August, 2005

*Journal of Computers in Mathematics and Science Teaching*, editorial board member and reviewer, 2004-2005

Society for Information Technology and Teacher Education, Invited Member of the 2006 Program Review Committee, Orlando, Florida, March, 2006

Society for Information Technology and Teacher Education, Invited Member of the 2005 Program Review Committee, Phoenix, Arizona, March, 2005

Society for Information Technology and Teacher Education, Invited Member of the 2004 Program Review Committee, Atlanta, Georgia, 2004

## **RESEARCH PROPOSALS**

Bacallao, Mary Kay, Whately, Clemmie. Mercer University Seed Grant, 2012. Funded for \$3000.

Bacallao, Mary Kay, Mercer University Seed Grant, 2010. Funded for \$1500.

Bacallao, Mary Kay, Jones, Margie, and Whatley, Clemmie. Innovative Strategies for Students with Math Related Learning Disabilities. Authored a grant application in collaboration with Henry and Clayton Counties for the Special Education Research Grant (CFDA Number: 84.324A), sponsored by the Institute of Education Sciences and the U.S. Department of Education. June, 2010, not funded.

Bacallao, Mary Kay, Bridging the Digital Divide in South Florida, Preparing Tomorrow's Teachers to Use Technology, U.S. Department of Education Grant., 2000, funded for **\$1,232,199.00**.

Bacallao, Mary Kay, Bringing Technology to the Inner City, Preparing Tomorrow's Teachers to Use Technology, U. S. Department of Education Grant, 1999, funded for **\$143,400.00**.

## **PUBLICATIONS**

Bacallao, M. K. (2019). Solving the Dyslexia Mystery. Atlanta Journal Constitution <https://www.ajc.com/blog/get-schooled/opinion-mistake-test-all-georgia-kindergarteners-for-dyslexia/ik5k22ZOyUEBbmOcbZnDpL/> (Published). April 8, 2019.

Bacallao, Mary Kay. Privatization in Public Education through ESSA. Paper presented at the 63<sup>rd</sup> Annual Education Law Association Conference. San Diego, Ca. November 9, 2017.

Bacallao, Mary Kay. ESSA Changes in Special Education Assessment and Parental Rights. Georgia Educational Research Association Conference. Augusta, Ga. October 6, 2017.

Bacallao, Mary Kay. From NCLB to ESSA: Goodbye Qualifications, Hello Effectiveness. Georgia Educational Research Association Annual Conference. Augusta, Ga. October 6, 2017.

Bacallao, Mary Kay. A Discussion and Review of the Every Student Succeeds Act as Passed in 2015. Paper presented at Education Law Association's 62<sup>nd</sup> Annual Conference Equality and Freedom in Education. November 5, 2016.

Bacallao, Mary Kay. Problem Solving Strategies in Math and Science for Grades K-8. Paper presented at the Association for the Advancement of Educational Research, November 9, 2016.

Bacallao, Mary Kay, inventor of the Gallon Fraction Measurement Set, published downloadable online resources for

Mary Kay Bacallao  
Fayetteville, Ga. 30215

Fraction/Gallon Measurement Set through SI Manufacturing  
[http://www.simanufacturing.com/download/pdf/gallon-fraction\\_measurement\\_set.pdf](http://www.simanufacturing.com/download/pdf/gallon-fraction_measurement_set.pdf)

Bacallao, Mary Kay, A Comparison of Math Standards: GPS, NCTM, Massachusetts, Common Core, and International Standards. Prepared at the request of Georgia State Senator William Ligon; presented to the Georgia State Board of Education, Governor, and State Legislators, 2012.

Gallenstein, Nancy and Hodges, Dodi, Editors, Whatley, Clemmie and Bacallao, Mary Kay, contributing authors of a chapter in Mathematics for All: Instructional Strategies to Assist Students with Learning Challenges. Association for Childhood Education International, January 5, 2011.

Bacallao, Mary Kay, Equals: The Game of Strategy for the Basic Facts: patent granted by the United States Patent Office, July 1010.

Bacallao, Mary Kay, Spreadsheet Power: Math in Action GCTM Reflections, v. LI #6, Fall 2006, page 18-19.  
[http://www.gctm.org/reflections/Reflections\\_v51\\_n6.pdf](http://www.gctm.org/reflections/Reflections_v51_n6.pdf)

Bacallao, Mary Kay and Michael, Karen, Computers in the Mathematics Classroom, A Tool or a Crutch? Society for Information Technology in Teacher Education, Orlando, Florida, March, 2006.

Bacallao, Mary Kay, Teaching Algebra with Science, MSERA Conference, November, 2005.

Bacallao, Mary Kay, & Lacefield, William Otis, Using Calculators in Calculus Education, MSERA Conference, November, 2005.

Bacallao, Mary Kay & Michael, Karen, Fact or Fiction: Science Explorations that Enhance Critical Thinking Skills, MSERA Conference, November, 2005.

Bacallao, Mary Kay, Lesson Plan Published on the Georgia Learning Connections website, Using Applied Geometry to Solve Problems, Mathematics Lesson Plan for grades 9-12  
[http://www.glc.k12.ga.us/BuilderV03/lptools/lpshared/lpdisplay.asp?Session\\_Stamp=&LPID=88368](http://www.glc.k12.ga.us/BuilderV03/lptools/lpshared/lpdisplay.asp?Session_Stamp=&LPID=88368)

Bacallao, Mary Kay and Lacefield, William Otis, Using Spreadsheets in Mathematics Teacher Education, Presented by Dr. William Otis Lacefield at the Society for Information Technology and Teacher Education Conference, Phoenix, Arizona, March, 2005.

Bacallao, Mary Kay, Spreadsheets Can Enhance Higher Level Thinking in Mathematics Classrooms, MSERA Conference, October, 2004.

Bacallao, Mary Kay, Enhancing the Traditional Curriculum Course with Technology Resources, Society for Information Technology and Teacher Education, Atlanta, Georgia, March, 2004.

Bacallao, Mary Kay and Lancette, Lenoard, Is "The Required Text" an Endangered Species?, E-Learn World Conference on E-Learning in Corporate, Government, Healthcare, & Higher Education, Phoenix, Arizona, November, 2003.

Bacallao, Mary Kay, Bacallao, Aldo, & Frederick, Tom, Multimedia Projects: University Professors Connect with Classroom Teachers, ED Media World Conference on Educational Multimedia, Hypermedia & Telecommunications, p. 977, Honolulu, Hawaii, USA, June 2003.

Bacallao, Mary Kay, Bacallao, Aldo & Frederick, Tom, Just Say No to Drugs and Gangs: Our Class iMovie, ED Media World Conference on Educational Multimedia, Hypermedia & Telecommunications, p. 2883, Honolulu, Hawaii, USA, June 2003.

Bacallao, Mary Kay, & Frederick, Tom, The Digital Video Project Visits the Edison-Ford Museum in Ft. Myers,

Mary Kay Bacallao  
Fayetteville, Ga. 30215

- Florida, ED Media World Conference on Educational Multimedia, Hypermedia & Telecommunications, p. 1658, Honolulu, Hawaii, USA, June 2003.
- Fernandez, Antonio, Bacallao, Mary Kay & Bacallao, Aldo, Sixteen Interdisciplinary NETS Technology Units Available On-Line, Society for Information Technology & Teacher Education, International Conference Annual, 2003, p. 3519-3520, Albuquerque, New Mexico, March, 2003.
- Bacallao, Mary Kay, & Ambrose, Mary, On-Line Math Lessons with Excel: Interactive Resources for Teacher Education, Society for Information Technology & Teacher Education, International Conference Annual, 2003, p. 2853-2855, Albuquerque, New Mexico, March, 2003.
- Bacallao, Mary Kay, Gomez-Wilson, Isabel, Curriculum Technology: How Technology Can Enhance the Standard Curriculum Course, Society for Information Technology & Teacher Education, International Conference Annual, 2003, p. 846-847, Albuquerque, New Mexico, March, 2003.
- Lacey, Candace, Enger, John, Kramer, James, & Bacallao, Mary Kay Creating and Using Web-based Evaluation Tools, Society for Information Technology & Teacher Education, International Conference Annual, 2003, p. 742-743, Albuquerque, New Mexico, March, 2003.
- Bacallao, Mary Kay, Bacallao, Aldo, Multi-disciplinary E-Learning for Future Educators E-Learn 2002: World Conference on E-Learning in Corporate, Government, Healthcare, & Higher Education Proceedings Paper, p. 1148-1149, October, 2002.
- Bacallao, Mary Kay, Bacallao, Aldo, How Can University Professors and Elementary School Teachers Work Together in Virtual Teams? E-Learn 2002: World Conference on E-Learning in Corporate, Government, Healthcare, & Higher Education Proceedings Paper, p. 1146-1147, October, 2002.
- Enger, John; Lacey, Candace; Bacallao, Mary Kay, Bridging the Digital Divide in South Florida: A Virtual Study, Paper Presented at the Annual Meeting of the Florida Educational Research Association, Gainesville, Florida, November 7, 2002. Nominated for the "Distinguished Paper Award."
- Bacallao, Mary Kay; Bacallao, Aldo, Bachay, Judy Technology Lesson Plans Based on the Sunshine State Standards and the ISTE Standards, ED-MEDIA World Conference on Educational Multimedia, Hypermedia & Telecommunications Proceedings Paper, p. 63, June 26, 2002.
- Bacallao, Mary Kay; Bacallao, Aldo, Technology in the English as a Second Language Classroom, Society for Information Technology in Teacher Education Proceedings Paper, p. 1869, March, 2002.
- Bacallao, Mary Kay; Lacey, Candace; Furner, Joseph, PT3 Technology Enhanced Lesson Plans for the Elementary School, Society for Information Technology in Teacher Education Proceedings Paper, p. March 2002.
- Bacallao, Mary Kay; Sanders, Paula; Wilson, Carol, Technology Lesson Plans for the Elementary Methods Class, Society for Information Technology in Teacher Education Proceedings Paper, March, 2002.
- Bacallao, Mary Kay; Frederick, Tom, Bridging the Digital Divide in South Florida, Society for Information Technology in Teacher Education Proceedings Paper, March, 2002.
- Bacallao, Mary Kay; Halvorsen, William, Integrating Technology in the Pre-Service College Classroom and Beyond by Developing Exit E-Portfolios, Society for Information Technology in Teacher Education Proceedings Paper, March 2002.
- Featured in Converge: Education, Technology, Fast Forward, *Interactive Classroom Learning Tools*, April 2000.

Mary Kay Bacallao  
[REDACTED]  
Fayetteville, Ga. 30215

## PRESENTATIONS

- Bacallao, M. K. (Speaker), 2019 Georgia Science Teachers Association Annual Conference, "Engineering Measurement," Georgia Science Teachers Association, Columbus, GA, United States. (February 16, 2019).
- Bacallao, Mary Kay. A Discussion and Review of the Every Student Succeeds Act as Passed in 2015. Poster at the Education Law Association's 62nd Annual Conference Equality and Freedom in Education. November 5, 2016.
- Bacallao, Mary Kay. Problem Solving Strategies in Math and Science for Grades K-8, Association for the Advancement of Educational Research, November 9, 2016.
- Bacallao, Mary Kay, Exhibitor, CAMT- Math Teachers' Conference in Houston, Texas, June 23-26, 2015.
- Bacallao, Aldo and Bacallao, Mary Kay. Learn to Count with Games and Puzzles. National Council of Teachers of Mathematics Annual Meeting (Pre-K-2) Gallery Workshop. April 19, 2013. Denver, Colorado.
- Bacallao, Mary Kay. Solve Real Problems with Geometry and Algebra. National Council of Teachers of Mathematics Annual Meeting. (9th- 12th Grade) Gallery Workshop. April 18, 2013. Denver, Colorado.
- Bacallao, Christina and Bacallao, Mary Kay. Numeracy through Play: When Mathematical Learning Comes Naturally. (Pre-K-2) Gallery Workshop. National Council of Teachers of Mathematics. November 30, 2012. Chicago, Illinois. October 25, 2012. Hartford, Connecticut.
- Bacallao, Aldo and Bacallao, Mary Kay. Exploring Geometry with Quadrilateral Pieces: Beyond Pattern Blocks and Tangrams. National Council of Teachers of Mathematics Regional Conference (3rd-8th grade) Gallery Workshop. November 30, 2012. Chicago. Illinois. October 25, 2012. Hartford, Connecticut.
- Bacallao, M.K. *Building Conceptual Understanding through Representations*. Gallery Workshop, National Council of Teachers of Mathematics Annual Meeting, Philadelphia, Pa. April 27, 2012.
- Bacallao, Mary Kay. *Explore Teacher-Developed, Hands-On Materials for Important Elementary School Math Concepts*. Gallery Workshop, National Council of Teachers of Mathematics Regional Meeting, Albuquerque, New Mexico, November 4, 2011.
- Bacallao, Mary Kay. *Explore Teacher-Developed, Hands-On Materials for Important Elementary School Math Concepts*. Gallery Workshop, National Council of Teachers of Mathematics Regional Meeting, St. Louis, Missouri, October 27, 2011.
- Bacallao, Mary Kay. *Let's Play: Math Learning Games with Friends*. Gallery Workshop, National Council of Teachers of Mathematics Annual Meeting. Indianapolis, Indiana, April 15, 2011.
- Bacallao, Mary Kay. *Numeracy through Play*, Georgia Association on Young Children Conference: More Than the Basics! For Experienced Teachers. 8:00AM- 10:00AM, February 12, 2011.
- Bacallao, Mary Kay. *Four New Manipulatives for Elementary Math Students*. National Council of Teachers of Mathematics Regional Conference. New Orleans, Louisiana, October 28, 2010.
- Bacallao, Mary Kay. *Quadrilateral pieces: A geometry puzzle for problem solving*. Concurrent Session, National Council of Teachers of Mathematics Regional Conference and Exposition, Boston, MA. October 23, 2009.
- Bacallao, Mary Kay. *Brain based learning with the basic facts*. Gallery Workshop, National Council of Teachers of Mathematics Regional Conference and Exposition, Minneapolis, MN, November 5, 2009.

Mary Kay Bacallao  
Fayetteville, Ga. 30215

- Bacallao, Mary Kay. *Math games for brain power with the basic facts*. National Council of Teachers of Mathematics Regional Conference and Exposition, Nashville, TN, November 20, 2009.
- Bacallao, Mary Kay, Whatley, Clemmie, and Khoury, H., *Developing numeracy*. Sowing Seeds for Success in the New Decade. Georgia Head Start Conference, St. Simons Island, May 13, 2010.
- Bacallao, Mary Kay. *A new math game for reasoning about the basic facts*, April 23, 2009, National Council of Teachers of Mathematics Annual Meeting and Exposition, Washington, D.C.
- Bacallao, Mary Kay. *Let's play! Learning games with friends*, Saturday, March 28<sup>th</sup>, 2009, Aspire to Reach Higher... TEACH! F.E.A.S.T. FEA Spring Training, Epworth by the Sea, St. Simon's Island, Georgia.
- Bacallao, Mary Kay. *Quadrilateral Pieces: A geometry puzzle for authentic problem solving*, Friday, October 17, 2008, 56<sup>th</sup> Annual State Conference, Florida Council of Teachers of Mathematics, Jacksonville, Florida.
- Bacallao, Mary Kay. *Memory games for the basic facts*, October 15, 2008, The 49<sup>th</sup> Annual Georgia Mathematics Conference, Rock Eagle 4-H Center, Decision 2008: Mathematics: The Winning Ticket, Rock Eagle, Georgia.
- Bacallao, Mary Kay. *Quadrilateral pieces: A geometry puzzle*, October 15, 2008, The 49<sup>th</sup> Annual Georgia Mathematics Conference, Rock Eagle 4-H Center, Decision 2008: Mathematics: The Winning Ticket, Rock Eagle, Georgia.
- Bacallao, Mary Kay and Michael, Karen, *Teaching Strategies for Diverse Urban Learners*. Georgia National Association for Multicultural Education, Atlanta, Georgia, March 9, 2007.
- Bacallao, Mary Kay and Norby, Rena Faye *Problem Solving with a Purpose* GCTM Conference, October 19, 2006.
- Norby, Rena Faye and Bacallao, Mary Kay, *Connected Math Workshop*, Funded by Title II Funds, Douglas County Teachers, Summer 2006.
- Bacallao, Mary Kay and Michael, Karen, *Fact or Fiction: Science Explorations that Enhance Critical Thinking*, NSTA Southern Regional Convention, Nashville, Tennessee, Dec. 1, 2005.
- Bacallao, Mary Kay, *Using Science Concepts to Teach Mathematical Problem Solving*, Georgia Mathematics Conference, Rock Eagle 4-H Center, October 22, 2005.
- Bacallao, Mary Kay and Lacefield, William Otis, *Problem Solving with Excel: Interactive Applications of Real World Math*, NCTM Regional Conference, Birmingham, Alabama, October 20, 2005.
- Bacallao, Mary Kay and Lacefield, William Otis, *Solving Real-World Math Problems with Excel*, National Educational Computing Conference, Philadelphia, Pennsylvania, June 29, 2005.
- Bacallao, Mary Kay and Lacefield, William Otis, *Unique Middle Grades Spreadsheet Lessons Based on the NCTM Standards*, Florida Educational Computing Conference, Orlando, Florida, January 27, 2005.
- Bacallao, Mary Kay and Lacefield, William Otis, *Using Spreadsheets to Teach Middle Grades Math*, Georgia Mathematics Conference, Eatonton, Ga. October 16, 2004.
- Gardner, Cathy and Bacallao, Mary Kay, *Overcoming Barriers to Implementing Technology in the Middle School Science/Mathematics Classroom*, School Science and Mathematics Association, 2004 Annual Convention, Atlanta, Georgia, October 21, 2004.
- Lacefield, William Otis, and Bacallao, Mary Kay, *Using Children's Literature to Teach NCTM Standards*, Georgia Mathematics Conference, Eatonton, Ga. October 16, 2004.

Mary Kay Bacallao  
[REDACTED]  
Fayetteville, Ga. 30215

- Bacallao, Mary Kay, and Lacefield, William Otis, *Using Excel Templates to Teach NCTM Standards*, National Educational Computing Conference, New Orleans, Louisiana, June 26, 2004.
- Bacallao, Mary Kay and Bacallao, Aldo, *Partnerships with Purpose: Teacher Education, K-12 Educators, and Business Work Together to Enhance Pre-Service Teacher Education*, GACTE/GATE/GAICTE, Brasstown Valley Resort, March 25, 2004.
- Bacallao, Mary Kay, *Online Math Lessons with Excel: Interactive Resources for Classroom Use*, National Educational Computing Conference, Seattle, Washington, July 1, 2003.
- Wilson, Carol & Bacallao, Mary Kay, *PT<sup>3</sup> Collaboration + Technology Integration = Thematic Units*, National Educational Computing Conference, Seattle, Washington, July 1, 2003.
- Bacallao, Mary Kay, Bacallao, Aldo, Lacey, Candace *On-line Virtual Teams* The Eighth Sloan-C International Conference on Asynchronous Learning Networks (ALN): The Power of On-Line Learning: The Faculty Experience, Orlando , Florida, November 9, 2002.
- Bacallao, Aldo; Bacallao, Mary Kay, *PT<sup>3</sup> Video Theatre: DARE, Drug Abuse Resistance Education*, Preparing Tomorrow's Teachers To Use Technology National Grantee Meeting, Washington, D.C., July 24, 2002.
- Blackwell, Ed; Bacallao, Mary Kay, *Building and Sustaining K-12 to Higher Education Relationships with Technology*, Roundtable, Preparing Tomorrow's Teachers To Use Technology National Grantee Meeting, Washington, D.C., July 25, 2002.
- Lacey, Candace; Enger, John; Bacallao, Mary Kay, *We Did, You Can! Collecting Quantitative and Qualitative Data Online*, Preparing Tomorrow's Teachers To Use Technology National Grantee Meeting, Washington, D.C., July 24, 2002.
- Bacallao, Mary Kay; Bacallao, Aldo; Blackwell, Ed; Lacey, Candace, *National and State Standards Integration: Integrating the ISTE Standards*, Preparing Tomorrow's Teachers To Use Technology National Grantee Meeting, Washington, D.C., July 26, 2002.
- Bacallao, Mary Kay; Bacallao, Aldo; Wilson, Carol; *Technology Lesson Plans for the Elementary Methods Class*, National Educational Technology Conference, San Antonio, Texas, June 17, 2002.
- Bacallao, Mary Kay; Bacallao, Aldo, *Technology Lessons for English as a Second Language Students*, ED-MEDIA World Conference on Educational Multimedia, Hypermedia & Telecommunications, June 26, 2002.
- Lacey, Candace; Enger, John; Kramer, James; Bacallao, Mary Kay; *Data Collection on the Web*, ED-MEDIA World Conference on Educational Multimedia, Hypermedia & Telecommunications, June 26, 2002.
- Bacallao, Mary Kay; Halvorsen, William; *Technology Lesson Plans for the Elementary Methods Class: Reaching Ethnically Diverse Students*, Florida Educational Technology Conference, March 7, 2002.
- Wiburg, Karin; Sibley, Robert; Bacallao, Mary Kay; *Advancing Digital Equity in Teacher Education: Building a PT<sup>3</sup> Digital Equity Community*, Florida Educational Technology Conference, March 8, 2002.
- Bacallao, Mary Kay; Lacey, Candace, *Lessons Learned from Bridging the Digital Divide in South Florida*, Preparing Tomorrow's Teachers To Use Technology National Grantee Meeting, Washington, D.C., August, 2001.
- Bacallao, Mary Kay, *Bridging the Digital Divide in South Florida*, WebNet 2001 World Conference on the WWW and the Internet, October 25, 2001.



Mary Kay Bacallao  
[REDACTED]  
Fayetteville, Ga. 30215

Bacallao, Mary Kay, *Create Your Own Science Show*, National Science Teachers Association 2000 National Conference, April 7, 2000.

### **INSTITUTES/TRAININGS**

National Urban Alliance Summer Academy, July 16-20, 2007, Albany, New York

National Urban Alliance Inductee Institute, Glen Cove, New York, August, 2006.

PT3 National Digital Equity Task force, assisted in organizing the Digital Equity Symposium, Society for Information Technology in Teacher Education on March 18, 2002.

Project START, Southeast Student Teachers Are Revitalizing Teaching Through Technology, Master Trainer, Miami Museum of Science Master Trainer Institute, September, 2000.

Intel®Teach to the Future with Support from Microsoft Certified Faculty Trainer, Miami Museum of Science Pre-Service Program, June 2001

ISTE National Forum Educational Technology Standards for Teachers, contributing attendee, Washington, D. C., December 1999.

### **REPORTING TO STATE AND FEDERAL AGENCIES**

Wrote the Florida State Teacher Accreditation report for the Florida Department of Education at St. Thomas University in 2000, 2001, 2002, and 2003

Completed the mid-year, annual evaluation and cost expenditure reports for the Preparing Tomorrow's Teachers to Use Technology grants for FY 99, FY00, FY01 and FY 02.

### **INTERESTS & ACTIVITIES**

GHSA Volleyball Referee

Past member of the Honor Society of Phi Kappa Phi

Past member of the Honor Society of Delta Kappa Phi

Tennis, sand volleyball

### **AWARDS RECEIVED**

Strategy Game of the Year for 2011, Creative Child Magazine, Equals: The Game of Strategy for the Basic Facts

Seal of Excellence, 2011, Creative Child Magazine, STAR 10: A Learning Tool for Numeracy

Little Red Schoolhouse Award for the Welleby's World of Science

Nominee for the Presidential Award for Excellence in Science and Mathematics Teaching

Inviting Students to Learn- First Place Winner

Who's Who in American Colleges and Universities

The National Dean's List

Most Enthusiastic Award, Miami Christian College cheerleading

Coach's Award, College Volleyball

Miami Herald Silver Knight Nominee for Math

Bauche and Lombe Honorary Science Award

Highest Achievement in Math Award

Award for highest GPA in the senior year at Madonna Academy

Accepted to the Governor's Florida Foundation for Future Scientists program

National Honor Society

Spanish Honor Society

National Association of Hispanic Journalists, Award Winning Essay

Mary Kay Bacallao  
[REDACTED]  
Fayetteville, Ga. 30215

Most Valuable Player, Varsity Tennis Team

### **OTHER EXPERIENCES**

*Fayette County School Board Member*, Elected in 2012, primary 68% of the vote, general election 65% of the vote  
*Tenure Promotion and Review Committee*, Mercer University, 2008-2010, *Chair*, 2009-2010  
*Faculty Executive Committee*, Mercer University, 2005-2007, *Chair*, 2005-2006  
*Secretary, Faculty Forum*, St. Thomas University, 2002-2003  
*Executive Secretary, Student Government Association*, Miami Christian College, 1987-1988

#### *Experience with diverse ethnic populations*

Bilingual: Fluent in Spanish

ESOL certified, experience teaching ESOL students

2 years teaching experience where 100% the student population was African American, Haitian, Jamaican, or from the Bahamas

#### *Experience in developing and implementing innovative media/public relations programs*

Created, developed and produced Welleby's World of Science, an in-house television broadcast which featured the students as scientists.

The show featured over 100 scientists, 1,200 viewers, and 4 years of production.

Collaboration with other elementary schools, including the Coalition of Safe Schools and the National Safety Council

#### *Behavior Management and School Safety Programs*

The Welleby Scientists produced video material on safety that the Coalition of Safe Schools and the National Safety Council have used in the state of Florida and presented at their national convention.

#### *Standardized Testing*

Proficient use of SPSS statistics package used to track student standardized test scores.

Tabulated statistics of test scores for grades 3-5 at Welleby Elementary for 3 years, using SPSS

SACS (Southern Association of Colleges and Schools) in-county observer, 1995

### **FUNDED PROPOSALS**

Funding Year	Amount	Funding Source
1999	\$143,400	U.S. Department of Education
2000	\$413,975	U.S. Department of Education
2000	\$ 27,000	U.S. Department of Education
2001	\$409,072	U.S. Department of Education
2001	\$ 62,683	U.S. Department of Education
2001	\$ 21,000	U.S. Department of Education
2002	\$327,258	U.S. Department of Education
2002	\$ 2,498	Intel/Smart Technologies
2005	\$306,246	State of Georgia
2010	\$ 1,500	Mercer University Seed Grant

Mary Kay Bacallao  
[REDACTED]  
Fayetteville, Ga. 30215

2012                      \$ 3,000                      Mercer University Seed Grant

**MARY A KRAMBIS**

[REDACTED], ACWORTH GA 30102  
[REDACTED]

Objective: To perform my civic duty as a citizen Senator, and to work in a collaborative, constituent-focused environment, promoting the best possible, true representation of the people of Georgia.

**EXPERIENCE:**

**May 2019-Present, Agape Hospice Care, Marietta, Georgia**

**Nurse Educator:** Full Time: 40 hrs. Some telecommuting.

\*Coordinate and conduct new hire orientation for all on-boarding employees.

\*Research and create presentations to the team based on the learning needs of team members.

\*Collaborate with company leaders to optimize support needed to help our hospice team provide the best hospice care available in our service area.

**May 2011-May 2019, The Southeast Permanente Medical Group**

**3495 Piedmont Road NE, Atlanta GA 30305-1736. Atten: HR bldg. 10**

**Home Based Palliative Care Specialist:** Full Time, 40 hrs. Some telecommuting.

\*Coordinate care for homebound terminal patients requiring palliative services.

\*Assist in identifying, screening and enrolling of patients into the home based palliative care program.

\*Responsible for processing referrals of new patients and ongoing assessment for appropriateness and interventions with existing patients.

## **Mary Krambis Resume Page 2**

- \* Review of patient charts and hospital records, in depth, for appropriateness, by gathering and analyzing information regarding physical, psychosocial, spiritual, environmental, and financial factors.
- \*Schedule and coordinate admission evaluations with physicians and contracted agencies.
- \* Communicate pertinent patient information to referring healthcare providers, medical team and palliative care team.
- \* Participate in team meetings, on a weekly basis, regarding plan of care for each patient on the census.
- \* Collaborate with team members to ensure Medicare compliance and adherence to program protocols.
- \*Responsible for authorizing physician orders for billing purposes by working with the QRM (Quality Resource Management) Department.
- \* Discuss and assist with coordination of discharge planning with the palliative physicians.
- \* Support physicians with care delivery management.
- \*Assist palliative care provider and physician with transition to hospice or other levels of care.
- \* Provide expertise in therapeutic pain and symptom management and other patient care interventions.
- \* Evaluate effectiveness of therapeutic interventions.
- \*Participate in patient/family conferences, at bedside, in the hospital, with the palliative care team, as needed.

\* Assist with development of tools and collection of appropriate measures for quality improvement. Implement patient satisfaction surveys. Perform utilization review. Maintain databases.

\*Identify and assist with problems that develop within the health care delivery system.

\*Act as a resource and educator for patients, families, physicians, contracted agencies, administrators and departments within the Kaiser Permanente community, regarding area of expertise.

**\*\*Trained in EPIC. Credentialed at Northside, Piedmont and Gwinnett hospitals.**

**June 1997-February 2011, Wellstar Community Hospice, HR at Administration Bldg, 805 Sandy Plains Road, Marietta, GA 30066**

**Hospice Nurse: Case Manager, Admissions Nurse, On-call nurse, Lead RN; PRN**

\*Functioned as hospice RN, in various capacities over 14 years at Wellstar Community Hospice, working both in the field and in Tranquility.

\*On-call RN for hospice census of 60-100 patients, weekends and nights. Telephonic triage. In-home assessment of acute situations. Pronouncement of death in the home.

\*Case Management for home and nursing home patients on the hospice program. Worked with the hospice team on a prn basis to assist with patient/family needs of symptom management, emotional support and spiritual support. Participated in team meetings.

\*Admissions hospice nurse evaluated and assessed patients for appropriateness for the home hospice or inpatient program by utilizing physician physical assessment, patient/family report, hands on nursing assessment and Medicare and Hospice guidelines. Conducted admissions, including educating family, triaging symptoms, coordinating resources and communication with physicians and hospice team.

\*Inpatient Unit Charge RN, working in collaboration with and supervising, LPN's, CNA's, Unit Secretary and volunteers to promote the best possible care for acutely and gravely ill patients. Census of up to 18 patients. Symptom management of pain and serious conditions arising from terminal illnesses and medications. Emotional support and education of patient and family, in the guidance of end of life care. Pronouncement of death. Bereavement support.

# Melvin L. Bell

• Stone Mountain, GA 30088 •

## SUMMARY OF SKILLS

- Over fifteen years of pastoral and ministerial experience.
- Provides a strong ministry of presence, spiritual care and counseling to patients, families, and staff.
- Ability to relate and minister effectively to persons of a different culture, race, religion, and sexual orientation.
- Skilled in providing ministry to those challenged by illness, loss, and death.
- Empathetic Listener.

## EDUCATION

- Emory Center for Pastoral Services (5 Units of CPE- Clinical Pastoral Education)
- Jacksonville Theological Seminary, Jacksonville, FL, Master of Theology (Th.M.)
- Augusta State University, Augusta, GA, B.B.A. (Accounting)
- Spiritual Care Association, currently seeking Board Certification, expected completion 2019

## PROFESSIONAL EXPERIENCE

### **Halcyon Hospice/LHC Group**

**August 2015-Present, Atlanta, GA**

#### ***Chaplain/Bereavement Coordinator***

- Provide direct spiritual support and counsel to patients and families in keeping with the patients' and families' belief systems. Serve in a spiritually supportive role for all hospice staff as needed. Work with staff, clergy, and community groups to enhance their sensitivity to the spiritual concerns of patients and families experiencing terminal illness and loss.
- Participate in patient conference meetings and report on the spiritual needs of patients and families. Maintain proper records of visits to patients and families and complete spiritual assessment within 5 calendar days of admission. Complete chaplain interdisciplinary note for follow up visits in a timely manner. Attend and participate in Interdisciplinary Group meetings and implement actions to address spiritual care issues.
- Conduct or make arrangements for funeral or memorial services when requested, including coordinating ritual functions such as funerals, prayer services, and sacraments when requested by patients or families. Plan, direct, organize and coordinate all bereavement activities. Supervise the implementation of an individualized bereavement plan of care and bereavement counseling both before and after the patient's death, as needed and as requested by the patient or family.

### **Emory Center for Pastoral Services**

**July 2013 – July 2014, Atlanta, GA**

#### ***Chaplaincy Resident***

- Chaplaincy residency at Emory Wesley Woods Center, a comprehensive outpatient and acute-care facilities specializing in geriatric care; Budd Terrace, a nursing home community; and Emory University Hospital Midtown, a 511-bed hospital.



- Provide spiritual assessments for new admissions. Work with interdisciplinary teams to craft and execute care plans for patients. Provide appropriate spiritual support to diverse population of patients, family, and staff, especially grief counseling and end-of-life planning. Plan and conduct interfaith worship services. Provide effective and compassionate pastoral care to persons of diverse cultural, ethnic, and religious backgrounds. Plan and facilitate weekly spiritual group sessions for adult and geriatric psychiatry population.

**Southern Regional Medical Center**  
**Chaplaincy Intern**

**September 2012 – January 2013, Riverdale, GA**

- Chaplaincy internship at Southern Regional Medical Center.
- Provide spiritual and pastoral care and counseling to patients, families, visitors, and hospital staff on the oncology ward.

**Purpose Community Church**  
**Lead Pastor**

**January 1993 - Present, Decatur, GA**

- Oversee all facets of ministry at Power of Purpose Christian Center. Oversee the development of annual budget of the ministry. Conduct research and prepare weekly sermons.
- Conduct hospital and home visits for the ill and homebound. Facilitate funeral services and provide bereavement and grief counseling for individuals and families.
- Conduct pre-marital counseling, marriage counseling and officiate wedding ceremonies.
- Conduct individual and family counseling.
- Conduct baptisms and administer sacraments to congregation.
- Facilitate internal and external leadership development seminars for numerous churches within the state of Georgia. Provide spiritual assessment and mentoring to leaders in the church. Serve as a community liaison between church and the surrounding community by facilitating relationships between government officials, community business leaders, community leaders, and law enforcement.
- Established a Food Bank & Benevolence ministry that provides food and clothing for families in need in the surrounding community.

**Prison Fellowship**  
**Volunteer Chaplain**

**April 1998 - August 2001, Buford, GA**

- Counseled inmates at Phillips State Prison in Buford, GA.
- Conducted Christian worship services for inmates at Phillips State Prison.

**OTHER EXPERIENCE**

**John Maxwell Team**  
**Certified Coach, Speaker, Leadership Trainer**

**March 2015 – Present, Atlanta, GA**

**PROFESSIONAL ASSOCIATIONS**

- Association of Professional Chaplains (APC), Member
- Spiritual Care Association (SCA), Member
- World Outreach Evangelistic Association, Ordained Minister
- Fellowship of Metropolitan Atlanta Churches, Member

IT Business Leader. Experience at leading people (up to 240), managing software systems for Fortune 500 companies (i.e. General Motors), strategic planning (multiple times), developing people (45,000 systems engineers) and business turn around (6 billion dollar retail account).

### AREAS OF EXPERTISE

- Account Management
- Strategic Planning
- Alliances
- Project Management
- Profit & Loss Administration
- Change Management
- Coaching and Development
- Cost Reduction
- Restructuring
- Sales
- Client Relationships
- Process Engineering
- Contract Administration
- Mediation / Conflict Resolution
- Vendor Relationships
- System Development Methodologies
- Training & Education
- Instructional Methodologies
- Applied Technology
- Quality Assurance and Control

### CAREER HIGHLIGHTS

- **People leader. Experience in international markets.** As the Electronic Data Systems (EDS) Vice President of Technical Development:
  - Directed development of **45,000 systems engineers distributed in 42 countries.**
  - Managed **budget of \$27 million** and a training **staff of 240 people.**
  - Restructured development programs to be more effective, high tech and cost efficient.
- **Turn around under-performing business.** As the EDS Account Executive for Montgomery Ward:
  - Became **profitable within 3 months** after account lost \$4.5 million in prior 18 months.
  - Simultaneously increased client satisfaction.
  - Engaged retail client executives in setting an **enterprise level IT strategy.**
  - Improved service and quality by implementing an automated Customer Service Request process, project management tools and Systems Life Cycle methodologies.
- **Develops loyal client relationships. A sales leader.** As the EDS Account Executive for Kmart:
  - **Increased revenue by 740%** in less than 2 years. Sold 2 multi-million dollar contracts to a client who had previously stopped awarding new business to EDS.
  - Extended and expanded the EDS IT services contract by rebuilding executive relationships.
  - Positive customer references led to **endorsements in national media** including *The Wall Street Journal*, *Investor's Business Daily* and *Forbes*.
- **Effective in complex environments.** As EDS Engineer Manager for General Motors Truck & Bus:
  - Serviced over **300 GM Industrial Engineers** using CAD/CAM and other high tech systems
  - Supported 26 plant systems including broadcasting for the assembly line with robots
  - **Proposed and sold over \$1.5 million** additional software and hardware services.

### PROFESSIONAL CERTIFICATIONS

- CSM** - Certified Scrum Master (for Agile organizations) - Scrum Alliance, Inc.
- PMP** - Project Management Professional - Project Management Institute (PMI)
- CCP** - Certified Computing Professional - Institute for the Certification of Computer Professionals (ICCP)
- FLMI** - Fellow, Life Management Institute - Life Office Management Association (LOMA)

## CAREER EXPERIENCE

**Director of Marketing and Client Relations** Regency Capital Group ▪ Buckhead, GA 2016 - Present  
Estate planning and investing firm with \$1.1 billion under management. Created marketing message, branding, new website with emails, Facebook, Twitter and Hangouts pages, autodial campaign and plan for seminars and TV ad.

**President** Quintessa LLC ▪ Atlanta, GA 2001 - 2015  
Provide small business consultation and services including preparing Income Statements, Balance Sheets, Tax Preparation, Portfolio Management, Profit and Loss tracking and Trust administration.

**Electronic Data Systems Corporation (EDS)**..... 1980 - 2000

**Director of Strategic Alliances** EDS ▪ Dallas, TX  
Developed global alliances and partnerships to enhance the growth of ED's business while reducing corporate costs. Created methodology for 144,000 person corp. Formalized relationships with Hewlett Packard, Sun, Oracle, Microsoft, Dell and Cisco Systems.

**Vice President, Technical Development** EDS ▪ Dallas, TX  
Directed the development of EDS systems engineering staff of 45,000 distributed in 42 countries. Managed **budget of \$27 million and a staff of 240**. Updated curriculum and delivery to include multimedia and distance learning.

**Account Executive, Acting CIO** Montgomery Ward & Co. ▪ Chicago, IL  
Directed a systems outsourcing contract for a \$6 billion a year retailer to include systems development, technical direction, human resource management, profitability and add-on sales. **Led a 242 person team**, including a 30 person call center.

**Account Executive** Kmart Corporation ▪ Troy, MI  
Led account supporting 2,400 retail stores in Point of Sale technology.

- **Turned around stagnant account.** Sold over \$1 million in new business in the first year. Rebuilt client relationships.
- Increased Kmart register throughput by 24% by transmitting data via satellite.
- Improved distribution through a \$2.2 million development effort using Just-In-Time concepts, laser scanning, cross docking of goods and radio communication.
- Reduced costs while increasing system effectiveness by consolidating multiple data centers into a central location.

**System Engineer Instructor** EDS Technical Development ▪ Southfield, MI  
Taught over 80 management, strategy and quality courses in the US, Canada, Mexico and Brazil.

- Certified in six courses including Information Planning, Systems Life Cycle, Quality and Project Management.
- Created and delivered the **1st satellite network training course** to over 1,800 global students.

**Systems Engineer Manager** General Motors Truck & Bus Plant ▪ Pontiac, MI  
Managed the support of over 300 GM Industrial Engineers providing application development for engineering and business systems. **Produced \$3.2 million revenue.**

- Supported 26 systems including plant broadcasting, CAD/CAM, animated simulation, stress and wire surface diagrams.
- Led effort to establish Statement of Work contracts with 23 other GM units.

**Account Manager** Parthenon Insurance Company ▪ Nashville, Tennessee

- **Established new account.** Hired staff, set up office, converted clients to new systems and built customer relations.
- Consistently exceeded profitability and customer satisfaction targets. Referral from president got net business.

**Systems Engineer** Excalibur Insurance Company ▪ Dallas, Texas  
**Systems Engineer** CNA Insurance Company ▪ Chicago, Illinois

Nancy  
Thomas

Atlanta, GA

LinkedIn.com/in/nancy-thomas

## EDUCATION

**Bachelor of Science: Business Administration**

North Dakota State University

**Graduate level:**

- Masters of Arts classwork completed (straight A's)
- EDS Executive Business Training
- Mediation / Dispute Resolution
- International Management Courses
- MBA Courses
- EDS System Engineer Program

Mercer University: Tift College of Education

Wharton School of Management

Southern Methodist University

University of Texas, Dallas

Tennessee State University

EDS Corporate Headquarters

---

# PATRICK A. COPE

Rincon, GA 31326 |

[linkedin.com/in/patrick-cope-24389129](https://www.linkedin.com/in/patrick-cope-24389129)

---

## STRATEGIC LEADER

Strategic Leader with 15+ years' experience managing military clinical operations while ensuring optimal program implementation, financial forecasting, and budgeting. Well-sought by industry leaders due to track record of success optimizing patient care, coordinating and managing operations in accordance with HIPAA and JCAHO standards. This was exemplified when granted charge over a new clinic supporting 26,000 Wounded Warriors, and also being selected over peers to become Department Administrator. Equipped with the skills needed to secure strategic relationships, improve efficiency of new service offerings, and transform patient experiences. I have served my country my entire life and would like to continue serving not only my country, but the great state of Georgia. I would fight for the interest of the state and its great citizens just as I did while serving in the United States Army. I will not back down from any fight and will always stand for what is right no matter my personal cost.

---

## CORE COMPETENCIES

Strategic Leadership | Clinic Management | Regulatory Compliance | Project Management | Critical Thinking |

---

## PROFESSIONAL EXPERIENCE

**United States Department of Defense** – Savannah, GA

2012-Present

### Clinical Operations Manager/Lead Optometry Technician

- Deliver strategic administrative and technical support to the Winn Army Hospital Optometry Clinic and Tuttle Optometry Health Clinic.
- Manages the day to day operations of the Optometry clinic overseeing human resource functions, including hiring and training staff, mitigating conflicts, planning workflows, and monitoring access to care standards.
- As required, fill in for staff to support processes and procedures, including IT operations, patient registration, appointment setting, and supply management. Meet challenges under tight deadlines.
- Monitor trends and gather and analyze data from the Military Healthcare System (MHS) to prepare and draft recommendations to correct deficiencies.

**United States Army** – Germany

2008-2011

### Clinical Manager/ Department Administrator

- Managed multiple clinics to include Family Practice, Optometry and Behavioral Health.
- A team of four family practitioners, two registered nurses, a psychologist and psychiatrist, two licensed marriage and family therapists, and four family advocacy program counselors; and monitored equipment worth \$690K.
- Carried out clinical operations and administrative duties and facilitated services as required, including staffing, budgeting, and statistical reporting.
- Promoted from Clinical manager to Department Administrator of Ancillary Services which included multiple clinics from Optometry, Radiology, Laboratory, Behavioral Health, Physical Therapy, Traumatic Brain Injury, and Pharmacy.

**United States Army**-Fort Campbell, KY

2005-2008

### Clinical Manager- Optometry/Warrior Care Clinic

- Oversaw an Optometry Clinic of 4 Optometrist and 6 technicians and 1 receptionist who provided Optometry services for 30,000 Active Duty service members.
  - *Monitored, analyzed, and assessed service activities adhering to guidance, policy and procedures by hospital leadership.*
  - *Selected above peers and superiors to create a new clinic supporting Wounded Warriors. Granted charge over an open budget and cross-functional team that included receptionist, LPN, nine case managers, and three doctors.*
- 

## EDUCATION

**Bachelor of Science in Business Administration- Summa Cum Laude**

**Southern New Hampshire University**– Manchester, NH

# PATRICK G. LONGHI, ESQ.

## ATTORNEY AT LAW

██  
██  
██  
ATLANTA, GEORGIA 30342  
██

██

### VITAE

May 2017 to February 2018

Primary Occupation:  
Principal, Law Firm of Patrick G. Longhi (1984-present)

#### Education-----

Western State University College of Law, Fullerton, California.  
Awarded the Degree of Juris Doctor, 1980.

The William Patterson College of New Jersey, Wayne, New Jersey.  
Graduate Work toward a Master of Arts Degree in Communication Arts (studied  
Acting, Broadcast Journalism and Theory), 1975-76.

Seton Hall University, South Orange, New Jersey.  
Awarded Bachelor of Arts Degree in Government (Political Science) with Minor in  
Communications, 1975. **Atlanta Alumni Ambassador**, 2012-present.

University of California, Irvine, California.  
Writers Conference, Certificate of Completion, 1979.

#### Admissions to Practice Law-----

United States Court of Appeals for the Eleventh Circuit, 1984.

United States District Court for the Northern District of Georgia, 1984.

Supreme Court of Georgia, 1984.

Court of Appeals of Georgia, 1984.

State and Superior Courts of Georgia, 1984.

#### Professional Associations-----

State Bar of Georgia, Member, 1984-present.

Georgia Association of Criminal Defense Lawyers, Member, 1991-present.

Federal Defender Program, Inc., Atlanta, Panel Attorney, 1987-91.

Cobb County Circuit Defender Program, Marietta, Ga., Panel Attorney,

1990-present.

Sandy Springs Bar Association, Atlanta, Ga. Member, 1988-present. **President**, 1995 and 1996. **Board of Directors**, 1990-2006. **Chairman of Law Day** Project with Fulton County, 1997-2014. Multi-Bar Leadership Council **Representative**, 2005-2014.

Fulton County Law Week Committee **Washington Workshops Scholarships Subcommittee Chair**, Fulton County Law Week Committee, 2011-present. Chief Judge's Letter of Recognition, Fulton County Superior Court bench, Atlanta, Ga., 2014.

Fulton County Indigent Defense Committee, Atlanta, Ga., Member 1989-93, 1997-2005. **Chairman**, Subcommittee on the State of Indigent Defense in Fulton County, Ga., 1989. Drafted Fulton County, Georgia Policy for the Appointment and Performance of Counsel in Death Penalty Cases, 1991.

Georgia Lawyers for the Arts (**Pro Bono** status), Atlanta, Ga., Panel Attorney 1997-present.

Blue Ridge Bar Association, Canton, Ga., Member 2006-present.

Cobb County Bar Association, Marietta, Ga., Member 2005-present. Member, Criminal Law Section, 2009-present.

Alumni Association, Phi Alpha Delta International Law Fraternity, Atlanta, Ga., 1981-88.

**Chapter officer**, Phi Alpha Delta International Law Fraternity, Fullerton, California, 1980.

**Awards, Honors, Interests**-----

Albert Nelson Marquis Lifetime Achievement Award, Marquis Who's Who, Berkeley Heights, NJ, 2017.

Award of Recognition, Fulton County Law Week Committee, Atlanta, Ga., 2016.

Who's Who in America (Marquis Who's Who), 58th Edition (2004); 67<sup>th</sup> Edition (2013); 68<sup>th</sup> Edition (2014); 69<sup>th</sup> Edition (2015); 70<sup>th</sup> Edition (2016).

Certificate of Completion, Georgia Indigent Defense Council Annual **Capital Defense Training** Seminar, Jekyll Island, Ga., 2003.

National Registry of Who's Who, (American Biographical Publications), **Life Member**, 2001-present.

Martindale-Hubbell Law Directory, Rated "BV" ("highly respected, ethical member of the Bar"), 2000- .

Who's Who in American Law (Marquis Who's Who), 10th, 12th and 14th Editions (1998-99, 2002-03 and 2005-2006); also 2007-08 (30<sup>th</sup> Anniversary) 15th Edition.

Award of Merit (as bar pres.), State Bar of Georgia, 1996.

Law Day Award of Achievement (as bar pres.), State Bar of Georgia, 1995.

Distinguished Service Award, Sandy Springs Bar Association, Atlanta, Ga., 1997.

Speeches to Metropolitan Atlanta Area Political Organizations as Focus Groups for a "New Vision" book treatment, 1997 and 1998.

Interview with Nominating Committee to the Governor of Georgia for Judgeship for State Court of Cobb County, Marietta, Ga., 1995.

Letters of Commendation (for outstanding leadership in the development and direction of the Continuing Legal Education program), Kennesaw State University, Kennesaw, Ga, 1993-97.

Washington Workshops Scholarship (to study national politics and government in Washington, D.C.), Summer 1970.

National Essay Press Commendation, 1970.

**Positions in Government**-----

**Assistant Youth Administrator**, City of Jersey City Department of Human Resources, Jersey City, N.J., 1974-75.

**Assistant Director**, "THAT PLACE-Union City's Teen Center," City of Union City Department of Public Safety, Union City, N.J., 1971-74.

**Recreation Aide to the Commissioner**, City of Union City Department of Parks and Public Property, Union City, N.J., 1971.

**Teaching Background**-----

Cobb County Legal Professionals Association, Marietta, Ga. [Continuing Legal Education Seminar]

**Lecturer**, "New Challenges in Ethics," 2010.

Institute for Continuing Legal Education in Georgia, Athens, Ga., Law Faculty, 1998-present.

**Lecturer**, "Two Decades of Legal Ethics-A Retrospective," 2013.

**Panel Speaker**, "Group Mentoring" [State Bar of Georgia's Transition Into Law Practice Program], 2009; annual guest speaker 2010-present.

**Lecturer**, "Making Sense of Legal Ethics," 2004.

**Lecturer**, "New Challenges in Ethics," 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2014, 2015, 2016, 2017.

**Program Chair**, "Annual Criminal Practice" (Statewide Satellite Broadcast from Georgia Public Broadcasting studios in Atlanta), 2007.

**Program Chair**, "Annual Criminal Practice" [Live, Non-satellite Seminars], 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017.

**Program Chair**, "Advanced Criminal Practice" seminars, 2001, 2002, 2003, 2004, 2005, 2006.

**Lecturer**, "Trial Tactics and Ethics," 2002, 2003, 2006, 2007.

**Lecturer**, "Legal Ethics: A Decade in Issues," 2003.

**Program Chair**, "American Justice: Professionalism, Ethics and Malpractice" seminars, 1998, 1999, 2000, 2001, 2002, 2003, 2004 and 2005.

**Program Chair**, "Professionalism, Ethics & Malpractice" seminars, 2006, 2007,



2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016.

**Lecturer**, "Georgia's New Ethics Rules," 2002.

**Lecturer**, "Ethics in the New Millennium," 2001.

**Moderator**, "Panel Discussion: Georgia's New Ethics Rules-  
What Do They Mean?", 2000.

**Lecturer**, "Ethics Issues in the 21st Century," 1999.

**Program Chair**, "Winning Courtroom Strategies" seminar, 1999.

**Lecturer**, "The Trial of A Murder Case," 1999 and 2001.

**Lecturer**, "The Assault on Legal Ethics," 1998.

Kennesaw State University, Kennesaw, Ga. Division of Continuing Legal  
Education, Law Faculty, 1993-1998.

**Program Chair**, "Immigration Law Basics" seminar, 1998.

**Program Chair**, "Ethics and Professionalism" seminars, 1994-1997.

**Lecturer**, "Ethics: Challenges for the Future," 1997.

**Program Chair and Moderator**, "Tort Law Symposium," 1997.

**Program Chair**, "Advanced Criminal Practice" seminars, 1994-97.

**Lecturer**, "Trial Tactics and Ethics," 1997.

**Lecturer**, "Ethics and the Profession," 1996.

**Program Chair**, "Tort Law" seminar, 1996.

**Lecturer**, "Ethics in Litigating Civil Wrongs," 1996.

**Program Chair**, "Family Law" seminar, 1996.

**Lecturer**, "Domestic Law Ethics, " 1996.

**Lecturer**, "Ethics for the '90s," 1995.

**Lecturer**, "The Trial of a Murder Case," 1995.

**Program Chair**, "Alternative Dispute Resolution," 1995.

**Lecturer**, "ADR Ethics," 1995.

**Lecturer**, "Ethics in Criminal Practice," 1994.

**Lecturer**, "The Ethics of Litigation," 1994.

**Lecturer**, "Ethical Considerations for the Criminal Defense Bar,"  
1994.

**Program Chair**, "Winning Courtroom Strategies," 1993.

**Lecturer**, "Criminal Practice and Procedure," 1993.

Kennesaw State University, Kennesaw, Ga., Division of Continuing Education, Law  
Faculty, 1990-93.

**Instructor**, "Fundamentals of American Law" class, 1990-93.

East Cobb Community School, Marietta, Ga., Faculty, 1990-93.

**Instructor**, "Law-The Basics" class, 1990-93.

**Instructor**, "Keys to Personal Success" class, Instructor, 1992.

American Institute for Paralegal Studies, Lawrenceville, Ga.,

**Instructor** in Business Law, Family Law and Introduction to American  
Jurisprudence, 1989-90.

Phillips College of Atlanta and the Atlanta College of Medical and Dental  
Assistants, Atlanta, Ga.

**Instructor** in college-level Business Math, Human Motivation, College English  
and World Geography, 1982-83.

California Public Schools, Obtained Emergency Teaching Credential **Teacher** for  
elementary, junior high, high school and special ed students such as LDG and  
TMR on a substitute basis, 1979-80.

**Broadcasting, Film and Print Media Background**-----

**Program Host**, "Annual Criminal Practice" Satellite Broadcast to Closed Circuit Television locations throughout Georgia (see "Teaching Background" above), 2007.

**Author**, Making Sense of Legal Ethics, Institute for Continuing Legal Education in Georgia, Athens, Ga., 2004; revised for seminar 20<sup>th</sup> Anniversary, 2013.

**Author**, Trial Tactics and Ethics, Georgia Bar Journal, Atlanta, Ga., February 2003.

**Author**, Trial Tactics and Ethics, Institute for Continuing Legal Education in Georgia, Athens, Ga., 2002.

**Author**, Ethics in the New Millennium, Institute for Continuing Legal Education in Georgia, Athens, Ga., 2001.

**Author**, Ethics Issues for the 21st Century, Institute for Continuing Legal Education in Georgia, Athens, Ga., 1999.

**Author**, The Trial of a Murder Case, Institute for Continuing Legal Education in Georgia, Athens, Ga., 1999.

**Author**, The Assault on Legal Ethics, Institute for Continuing Legal Education in Georgia, Athens, Ga., 1998.

**Editor** (program books), "Ethics and Professionalism" seminars, Kennesaw State University Division of Continuing Legal Education, 1994-97. Includes: Patrick G. Longhi, Ethics Violation Representation, 1994.

**Editor** (program books), "Advanced Criminal Practice" seminars, Kennesaw State University Division of Continuing Legal Education, 1994-97.

**Director, writer and host** (educational film), Lawyers and The Justice System, 1996.

**Author**, NEW VISION-Choices for the 21st Century, (unpublished nonfiction work), 2000. (Formerly, NEW VISION-Choices for the Next Century, 1998).

**Author**, unpublished screenplay treatments: Aerobic (1986) and Without Wings (1983).

**Author**, unpublished novel manuscripts: INDEX-A Novel (1982) and Mr. Waterbug (1979).

**Co-host**, FRIENDS- WSOU-FM's Talk Show (radio talk show broadcast throughout the New York City metropolitan area), 1974-75.

**Chairman**, Writers' Group, Orange County, Ca., 1979-80.

**Contributing Reporter and Columnist**, The Hudson Dispatch, Union City, N.J., 1969-71.

**Political and Civic Activities**-----

**Rules Chairman,** Cobb County Republican Party, Marietta, Ga.,  
1994-97. Drafted first major revision in memory of the "Rules of the Cobb  
County Republican Party."

**Exploratory Chairman,** Joe Whitley for United States Senate, (Republican) 1995.

**Campaign Chairman then Advisor,** Brenda Fitzgerald for United States Congress,  
(Republican) 1992-94.

**Speechwriter, Drafter of Position Papers and Media Liaison** for Bob Barr for  
United States Senate (Republican), 1990-92.

**President,** Cobb County Citizens League, Kennesaw, Ga., 1990-93.

**State Steering Committee** for Georgia, Gary Hart for President (Democrat), 1986.

**Orange County, California Public Relations Chairman,** John Anderson for  
President Committee (Republican then Independent),  
1980.

**New Hampshire** Volunteers, Birch Bayh for President (Democrat),  
1976.

**Chairman,** New Jersey's Statewide Committee for a November School  
Board Election, Union City, N.J., 1974.

Hudson County Liaison, Henry Helstoski for United States Congress  
(Democrat), Rutherford, N.J., 1973-74.

Volunteer, Harry Leber for State Senate (Reform Democrat), Union City, N.J.,  
1973.

Volunteer, Save Project '70 Municipal Recall Election (Reform Democrats), Union  
City, N.J., 1972.

Volunteer, Save Hudson County Countywide Elections (Reform Democrats), Union  
City, N.J., 1971.

Treasurer then Secretary then Vice President, Union City Citizens' League,  
Inc., Union City, N.J., 1971-75.

Member, United States Jaycees, Union City, N.J. chapter, 1972-74.

**Nature of Law Practice**-----

The Law Firm of Patrick G. Longhi has been engaged for over three decades in a  
general trial practice that included Civil Litigation, Criminal Defense and  
Family Law representing individuals and businesses in a wide range of matters  
including landlord/tenant, employee relations and covenants not to compete,  
homeowner association disputes, debt collection and consumer protection. The  
public part of the practice consists of many court appointments for criminal  
cases in metropolitan Atlanta judicial circuits [counties] ranging from serving  
as lead trial counsel in complex capital felony cases such as Malice Murder  
[which he was certified in death penalty defense for 2003] to post conviction  
representation in felony and capital felony appeals. He serves as general

counsel for a construction services company in Woodstock as part of his practice and specializes in small business advice, counsel and advocacy in litigation and alternate dispute resolution matters. He has served as Of Counsel in complex business litigation such as an arbitration proceeding before the National Association of Securities Dealers in the World Trade Center in New York City in 1986. Much more on the internet can be found on the firm if you Google under PATRICK G. LONGHI or by logging onto Facebook to search under PATRICK LONGHI.

# **PATRICK RUTHERFORD**

Ball Ground, GA 30107

[REDACTED]

[REDACTED]

---

## **PROFESSIONAL SUMMARY**

Supply Manager/Buyer and Military Veteran with an active Secret Security Clearance. 20+ years of experience in all phases of inventory management while performing in the most efficient and cost effective manner. Managed the Aircraft Maintenance Fund and Facilities Maintenance Fund worth \$1.5M annually at US Navy installations. Hold Bachelor's Degree in Business Administration and Management from Kennesaw State University - GPA - 3.5

## **PROFESSIONAL EXPERIENCE**

### **StayMobile – Marietta, GA Supply Chain Representative**

**2016 – Present**

- Responsible for placing orders for repair parts, evaluating vendor quality and pricing, and tracking impacted company expenditures as a percentage of revenue in a very competitive customer service environment.

### **Omni Air International – Atlanta, GA International Stores Representative**

**2008 – 2013**

- Worked independently in remote locations throughout the USA and Europe providing material support for Omni's Boeing 777 and 767, and Douglas DC-10 aircraft.
- Insured proper handling and shipment of Hazmat materials and supplies per FAA requirements.
- Verified inbound material against Federal Aviation Administration (FAA) 8130-3 documents.
- Organized & setup new bases of supply operations in Dallas / Fort Worth and Seattle airport locations.
- Maintained close working relationships with members of the Omni Maintenance Department during critical Heavy "C" check aircraft repairs.

### **Vantage Industries – Atlanta, GA Purchasing Agent / Buyer**

**2007 – 2008**

- Purchased necessary raw materials to aid in the production of company products working in a "just in time" manufacturing environment.
- Managed competitive vendor bids for Vantage's adhesive label program that reduced cost by 19%.
- Supervised a team of 5 warehouse workers to conduct & certify 3 complete wall-to-wall warehouse inventories.

### **United States Navy – Various Global Locations Supply Manager**

**1987 - 2007**

- Supervised a staff of 20 personnel in the daily operations of the Supply Department
- Coordinated 12 vendors in delivery and receipt of materials for 6 construction projects valued at \$25K
- Utilized a US Navy proprietary procurement system to process 700+ requisitions per month.

## **EDUCATION**

Bachelor of Business Administration | Management – Kennesaw State University, Kennesaw, GA  
Graduated Cum Laude in 2016

**Peter Albert Garcia**

[REDACTED]  
Grovetown, GA 30813  
[REDACTED]

**Work Experience:**

**U.S. Army Cyber Center of Excellence**

263 Heritage Park Lane  
OSJA Fort Gordon, Building 35203,  
Augusta, GA 30905 United States

**03/2018 - Present**

**Salary: 87,900.00 USD Per Year**

**Hours per week: 40**

**Series: 0905 Pay Plan: CS Grade: GS13**

**Cyber and Administrative Law Attorney (This is a federal job)**

**Duties, Accomplishments and Related Skills:**

-Currently serve as Attorney Adviser for the Office of the Staff Judge Advocate, Cyber Center of Excellence (CCOE) at Fort Gordon, Georgia. The U.S. Army CCOE trains and educates highly skilled cyber, electronic warfare, and signal Soldiers and Civilians, and develops DOTMLPF solutions (capabilities) to conduct effective cyberspace operations, electronic warfare (EW), and signal operations in support of Unified Land Operations. I advise on legal matters with respect to international, federal, and state, and local laws, as well as Department of Defense and Department of the Army policies, regulations, and directives relating to cyberspace operations. Advice on administrative law and fiscal law issues related to cyberspace operations and activities. Maintain personal availability to key senior management officials and Commanders to provide advice in a timely manner.

-Provide advice to Commanders, staff, and subordinate elements on all aspects of international and domestic law as it relates to cyberspace operations. Cyberspace operations includes Department of Defense information network (DODIN) operations, defensive cyberspace operations (DCO), and offensive cyberspace operations (OCO), as well as related activities involving intelligence, counterintelligence, law enforcement, EW and information operations. Advise on all aspects of intelligence, international and domestic telecommunications law, and international and domestic information/data laws. Advise regarding the development, acquisition, testing, and employment of cyberspace tools and capabilities, including advice on intellectual property issues involved in cyberspace tools and capabilities. Provide advice regarding intelligence oversight policy and processes as relevant to CCOE's mission.

Review operational plans and orders from a variety of commands, including USSTRATCOM, USCYBERCOM, USARCYBER, CCMDs, and other U.S. operational commands, as well as from partner nations. Review doctrine and policy documents from a variety of sources, including operational commands, training and doctrine development commands from all U.S. military services, DoD and other Federal agencies, the National Security Staff/Council, and various international governmental organizations. Analyzes the above documents to assess and advise on their effect on CCOE programs, policies, and training and doctrine development efforts. Primary legal advisor and subject matter expert on the application of the law of armed conflict and rules of engagement for Commanders, staff, and subordinate elements.

Provide advice regarding the use of Reserve and National Guard personnel and assets in cyberspace operations, including organizational and fiscal law issues involving in training, deployment, and employment of Reserve Component personnel.

Evaluate complex factual issues related to every aspect of the CCOE's operations for legal sufficiency to support the command's mission.

Conduct comprehensive legal reviews of draft regulations, policy directives, operational concepts and operational activities in order to provide substantive and procedural advice that will resolve impediments to the command's ability to lawfully execute its mission.

Evaluate newly enacted statutes, proposed Federal legislation, and DoD and other Federal agency regulations statements related to cyberspace operations. Advise all elements of the command on the extent to which the statutes and proposed legislation will impact operational activities.

Advise the CCPE Commander and staff on legally supportable and factually accurate responses to congressional inquiries.

Render definitive legal opinions and associated oral advice on a variety of issues for which no legal precedent exists. Primary legal advisor to the CCOE Commander, staff, and subordinate directorates on Army cyberspace operations doctrine and training development, production, and revision.

**Other duties:**

-Primary instructor for the CCOE relating to cyberspace operations, including international, Federal, state, and local laws, as well as DoD and Department of the Army policies, regulations, and directives. Practice and promote preventive law by conducting or participating in briefings on current aspects of law and legal policy.

At the discretion of the Staff Judge Advocate, represent the command in all matters and inquiries from all regulating and oversight bodies to include the Army Staff, Congressional and Executive Intelligence Oversight Committees. Advises the command and prepares legal opinions on FOIA.

-Provide ethics, and labor advice/hearings and training; fiscal law advice and writes opinions on the expenditure of appropriated funds to support cyberspace operations and activities relevant to CCOE's mission. Review proposed contract actions for legal sufficiency and provides legal advice on contract actions to support cyberspace operations and activities relevant to CCOE.

Provides legal assistance to SM as needed,

Supervisor: Terrance Cleary [REDACTED]

Okay to contact this Supervisor: Contact me first

**United States Special Operations Command Central**  
7115 South Boundary Blvd  
Tampa, FL 33621 United States  
11/2012 - 05/2017

Salary: 136,000.00 USD Per Year

Hours per week: 50

**Operational Law Judge Advocate (LTC, JA, USA)**

**Duties, Accomplishments and Related Skills:**

Legal advisor to the commanding general and staff, managing a large, demanding complex organization with operations and staff throughout a large geographical area. Duties include developing programs and drafting memorandum of understanding with foreign governments and military entities for the construction and upkeep of forward deployed military bases in the CENTCOM area of responsibility. Also responsible for drafting inter-agency memorandums of agreement, fiscal agreements and legal opinions concerning the use of appropriated federal funds under MFP 2 and MFP 11, and other specifically funded program. (i.e. 10 USC 2282, DSCA, and 10 USC 1004 (Counter Narcotics Terrorism, etc.), authorizing the allocation and distribution of funds. I also serve as the Chief of Military Justice, Fiscal Law, Labor Law, and Operational Law Judge Advocate. I also serve as the back-up ethics officer, and oversee all command directed investigations. Advise Four-Star Commander and his staff on programs and operations. When directed, serve as the Deputy Chief of Staff and manage a complex organization with operations throughout the CENTCOM AOR. Advise high ranking management officials on Army Reserve and related Military programs. Represent the Command during community outreach events, criminal/civil legal investigations, and meetings coordinating operations/agreements with other Commands. Also represent the Command in discussions with HASC-D and visits from Congressional Delegations. Supervise junior Judge Advocate Generals and legal staff, both military and government civilian employees. Provide oversight with contractors as requested by the contracting officer. (Retired as a Lieutenant Colonel from Active Military Service on 1 May 2017).

Supervisor: BG Christopher Burns [REDACTED]

Okay to contact this Supervisor: Yes

**Attorney General State of New Jersey**

25 N. Market Street

PO Box 106

Trenton, NJ 08625 United States

10/2002 - 12/2017

Salary: 128,000.00 USD Per Year

Hours per week: 60

**Deputy Attorney General 1**

**Duties, Accomplishments and Related Skills:**

Currently, I represent the Division of Pensions and Benefits and litigate, pension and death benefit claims in the Office of Administrative Law, the Superior Court of NJ, Law and Chancery Divisions, as well as any corresponding appeals in the Appellate Division and the NJ Supreme Court. I was previously responsible for reviewing purchase contracts, bid waivers, bid pre-approvals for the Purchase and Property Section (P & P) of the Department of the Treasury with the authority to approve the allocation and distribution of funds. I also provided legal counseling on fiscal, financial and budgetary issues to the NJ Treasury Department. P & P litigation assignments encompassed grant recovery complaints, contractor suspensions, disbarment cases, and miscellaneous litigation matters. Additionally I was responsible for representation of the New Jersey Housing and Mortgage Financing Authority, whose duties included the acquisition of real estate on behalf of the agency, through eminent domain, lease purchase and condemnation. Also handled environmental cost recovery and remediation actions, as well as the drafting of contracts, agreements of sale, loan documents, deeds and mortgages; responding to and negotiating civil damage claims, settlement of liens, and issues involving environmentally contaminated properties. Advise senior state government officials, including the Attorney General, on military employment matters including re-employment rights, USERRA, and enforcement of Soldier and Sailors Civil Relief Act. Also serve as Chief Litigation Counsel to the Treasury Section. Supervise junior attorneys and legal staff. (Currently on full-time military leave to SOCCENT-MacDill AFB, Tampa, FL)

Supervisor: Susan Olgati [REDACTED]

Okay to contact this Supervisor: Contact me first

**United States Army Special Operations Command**

Desert Storm Blvd

Fort Bragg, NC 28307 United States

03/2011 - 09/2011

Salary: 136,000.00 USD Per Year

Hours per week: 50

**Command Judge Advocate 95th Civil Affairs Brigade**

**Duties, Accomplishments and Related Skills:**

Legal and program development advisor to the USASOC, Commanding General, Chief of Staff, and the command and general staff. Also served as the Command Judge Advocate and was the chief legal advisor to the Commander of the 95th CA, BDE. My duties include serving as the operational law advisor, and representing the Command by negotiating/drafting of memorandum of understanding with foreign governments and military entities concerning the construction and upkeep of forward deployed military bases through the world. Also responsible for drafting contracts and fiscal-financial agreements authorizing the allocation and distribution of funds, as well as drafting legal opinions concerning the use of appropriated federal funds under MFP 11, MFP 2, O & M, and GWOT. Expert knowledge concerning the FAR, DFAR and SOFAR. I was also involved in all aspects of land acquisition, environmental clean-up, lease negotiations, and construction contracting through the command engineer. Also provided legal assistance to all USASOC soldiers by drafting wills, powers of attorneys, health directives, living wills, lease agreements, tax planning and preparation, Article 138 complaints, HRC OER and NCOER appeals, line of duty investigations, letter of reprimand, and advising and reviewing general contracting issues. I supervised 6 paralegals and two attorneys (both military and government civilian employees) in furtherance of my duties as the chief legal counsel for the command. Lastly, I was responsible for the prosecution of all violations of the UCMJ, which included judicial and non-judicial punishment, and assisted in labor matters related to civilian personnel through CPAC on behalf of the 95th Civil Affairs Brigade.

Supervisor: COL Steven Weir [REDACTED]

Okay to contact this Supervisor: Yes

**Special Operations Command South**

29401 SW 125 Ave

Building 600

Homestead Air Force Base, FL 33039 United States

10/2008 - 07/2010

Salary: 128,000.00 USD Per Year

Hours per week: 70

Staff Judge Advocate

**Duties, Accomplishments and Related Skills:**

Chief Legal Advisor to the Commanding General and his command and general staff. Duties include serving as the operational law advisor, which includes representing the Command during the negotiations for and drafting of memorandums of understanding with foreign governments and military entities concerning the construction and upkeep of forward deployed military bases in South and Central America. Represented the Command at Chamber of Commerce meetings, and during Congressional delegation meetings. Worked with the Command team to manage a large, complex organization with operations throughout a large geographical area. Also responsible for the drafting of contracts and fiscal agreements authorizing the allocation and distribution of funds, as well as drafting legal opinions concerning the use of appropriated federal funds under MFP 11, MFP 2, O & M, RWOT, NDAA 1004, 1033, 1206, 1208, 1211, 1044-Counter Narcotics Terrorism, LAPTAM COOP NDAA 1050, Title 10 sections 127, 166, 2010, 2011, 2341-2350, 2805, 2808, and TCA Funding. I was also involved in all aspects of land acquisition, environmental clean-up, lease negotiations, and construction contracting as related to the new \$60 million dollar HQ completed in 2012. Also provided legal assistance to all SOCOSOUTH soldiers, sailors, airmen and marines to ensure combat and mobilization readiness, by drafting wills, powers of attorneys, health directives, living wills, lease agreements, contracts, and reviewing and counseling on tax return filings. In furtherance of my duties, I supervised one paralegal and two attorneys. Additionally, I was responsible for the prosecution of all violations of the UCMJ, which included judicial and non-judicial punishment, and assisted in labor matters as related to civilian personnel through CPAC. Also worked with the local bar association to create a program to support service members that included a local bar referral system for those needing specialized legal representation. Lastly, served as the Acting Chief of Staff and Deputy Chief of Staff as required, representing the Command at events and meetings.

Supervisor: BG Hector Pagan [REDACTED]

Okay to contact this Supervisor: Yes

**US Army Special Operations Command**

2929 Desert Storm Blvd.

Fort Bragg, NC 28310-9110 United States

01/2005 - 04/2007

Salary: 128,000.00 USD Per Year

Hours per week: 70

Director of Detention Operations

**Duties, Accomplishments and Related Skills:**

Officer in Charge of the Combined Joint Special Operations Task Force-Afghanistan, Joint Operations Center; whose primary duty is to coordinate and support the combat movement of Special Forces Soldiers involved in capture and/or kill operations; and to ensure that all enemy combatants taken on the battlefield are handled and treated humanely, in conformance with U.S. and international law. Developed and managed a complex program to manage the movement and tracking of all detainees taken by U.S. and Coalition Special Forces personnel in Afghanistan. Represented the Command while developing agreements with Coalition Special Forces' Commands and executing complex operations in a geographically spaced AOR. Additional responsibilities included the inspection of all Special Forces Field Detention Sites, the training of all Special Forces personnel in the treatment and handling of detainees, and compliance with Department of Defense requirements and the Law of Armed Conflict. Also served as Chief of Operational Law, Deputy Chief of Staff, Chief Investigator of War Crimes violations alleged against CJSOTF-A soldiers in Afghanistan, and Assistant Director of Future Plans and Operations (J35). Also provided legal assistance to service members in theatre; by drafting wills, powers of attorney and SSCRA letters. In furtherance of my duties I supervised one attorney and two paralegals. Upon return to home station at Fort Bragg, served as the 7th Special Forces Group Staff Judge Advocate.

Supervisor: BG Ed Reeder [REDACTED]

Okay to contact this Supervisor: Yes

**CENTCOM**

South Boundary Blvd.

Tampa, FL 33621 United States

01/2003 - 03/2004

Salary: 120,000.00 USD Per Year

Hours per week: 80

Operational Law Attorney

**Duties, Accomplishments and Related Skills:**

Inserted during the initial invasion of Iraq to serve as the chief operational law attorney for the Commander of all coalition ground forces located within the Iraqi theater of operation. Developed a program and managed/conducted classified tribunals to determine the legal status of enemy prisoners of war pursuant to Geneva Convention, Article 5. Additionally, I provided legal advice on federal contracting, fiscal and appropriations law, authorizing the allocation and distribution of funds, to the U.S. Army Civil Affairs elements responsible for rebuilding the Iraqi infrastructure in Mosul and Basra. Served as the Iraqi Legal Detachment Commander for Detainees, and upon return to CONUS, served as the Soldier Readiness Processing, Chief Legal Assistance Lawyer; where I drafted over 400 wills, 600 powers of attorney, and an array of Soldier and Sailors Civil Relief Act matters.

Supervisor: MG McKieman [REDACTED]

Okay to contact this Supervisor: Yes

**Office Of the Public Defender**

Hughes Justice Complex

25 N. Market Street



Trenton, NJ 08625 United States  
09/1997 - 10/2002  
Salary: 145,000.00 USD Per Year  
Hours per week: 70  
CEO

**Duties, Accomplishments and Related Skills:**

Appointed by the Governor of New Jersey as the Chief Executive of the Office of the Public Defender, whose responsibility included managing an \$88 million budget and overseeing-supervising approximately 1200 employees statewide. Provided administrative oversight and provided legal counsel at the Superior Court level in each of the State's twenty-one counties. Also handled appeals and other ancillary legal proceedings related to the criminal defense of adults and juveniles, including cases which rose to the US Supreme Court level. Responsible for administrative oversight of specialized civil litigation units, including Mental Health and Guardianship, Law Guardian, Parental Representation Unit, Office of Dispute Settlement, and Intensive Supervision Program that provide services to indigent clients on a statewide basis. The Office also maintained and supervised a "pool" of several hundred private and per diem attorneys who can be called upon to accept cases that staff attorneys cannot handle due to conflicts of interest. Hand-selected to implement the American Safe Families Act for the State of New Jersey. Built a new office from the ground up, including 60 new full-time employees and 120 new per diem attorneys. Managed an \$8 million dollar budget and authorized the allocation and distribution of funds. Reported budget expenditures, case loads, and case outcome to Federal and State authorities each month. Also served as special counsel and Deputy Chief of Staff to Governor Whitman and Governor DiFrancesco when requested and represented these high ranking officials at events/meetings, and legislative hearings..

Supervisor: Philip J. Angarone, Sr. (b) (6)

Okay to contact this Supervisor: Yes

**Tomar Simonoff Law Firm**

25 Haddonfield-Berlin Rd.  
Cherry Hill, NJ 08034 United States  
01/1996 - 09/1997

Salary: 225,000.00 USD Per Year

Hours per week: 80

Managing Attorney

**Duties, Accomplishments and Related Skills:**

Managing attorney of the Camden City office: responsible for day-to-day operations and supervision of the office, including personnel and budgeting matters. Experienced in all aspects of civil, administrative and criminal trial and trial preparation, with a concentration in federal and state courts; criminal, corporate, contract, casino, financial audit, personal injury, real property, military law, pro-bono legal assistance and criminal law. Estate Practice: Drafted wills, living wills, health care directives, and powers of attorney, and advised on overall estate and tax planning. Domestic Relations Practice: Drafted divorce complaints, annulments, complaint answers, separation agreements, child visitation, custody and support orders. Also represented clients in name change and adoption hearings. During this period of time also served as the Township of Burlington Municipal Criminal Prosecutor in charge of prosecuting violations of the NJ Criminal and Motor Vehicle Code.

Supervisor: Chuck Riley (b) (6)

Okay to contact this Supervisor: Yes

**Wolf Block Law Firm**

1525, 15th Street  
Packard Building  
Philadelphia, PA 19308 United States  
01/1994 - 01/1996

Salary: 365,000.00 USD Per Year

Hours per week: 80

Managing Attorney NJ

**Duties, Accomplishments and Related Skills:**

Managing Attorney in charge of the firm's Philadelphia and New Jersey office, whose responsibilities included the day-to-day operations-personnel, financial and budgeting matters. Experienced in all aspects of trial and trial preparation. Involved in federal, administrative, corporate, lender liability, contract, military, international, landlord-tenant, criminal, environmental, real property, corporate/business tax, individual tax, estate planning and personal injury law. During this period of time also served as the City of Camden Municipal Criminal Prosecutor in charge of prosecuting violations of the NJ Criminal and Motor Vehicle Codes, and the Municipal Public Defender for Boroughs of Haddon Heights and Brooklawn, N.J. Supervised a large staff. Represented the firm at events and meetings.

Supervisor: Charlie Koop (b) (6)

Okay to contact this Supervisor: Yes

**Attorney General of New Jersey (Casino Gaming Audit)**

25 N Market Street  
Trenton, NJ 08625 United States  
08/1990 - 12/1993

Salary: 60,000.00 USD Per Year

Hours per week: 45

Deputy Attorney General 3

**Duties, Accomplishments and Related Skills:**

Involved in the regulation of the casino industry. Duties entailed the prosecution of financial-fiscal, statutory and regulatory violations of the Casino Control Act before the Casino Control Commission and through the New Jersey State judicial system. Additional responsibilities included the creation and proposition of new legislation, amending current legislation and review of the financial records of the casinos. Also served as special counsel to the Governor of New Jersey.

Supervisor: Kevin O'Toole (b) (6)

Okay to contact this Supervisor: Yes

**Office of the Governor of New Jersey**

1 State Street  
Trenton, NJ 08635 United States  
01/1991 - 03/1992

Salary: 65,000.00 USD Per Year

Hours per week: 70

**Assistant Counsel to the Governor**

**Duties, Accomplishments and Related Skills:**

Assisted the Chief Counsel to the Governor with legal and policy matters affecting the State of New Jersey. Advised the Governor specifically on municipal finance, New Jersey Mortgage and Finance Authority, higher education, public education, Waste Water Treatment Trust fund, Delaware River Basin Committee, and statewide Hispanic affairs. Duties also included briefing and advising the Chief of Staff, Chief Counsel and the Governor on a daily basis concerning the above issues. Transferred from the Attorney General's office at the Governor's request for special assignment during employment as Deputy Attorney General in the Division of Gaming Enforcement and developed programs to provide oversight of gaming operations in the State of New Jersey.

Supervisor: James J. Florio [REDACTED]

Okay to contact this Supervisor: Yes

**Tomar Law Firm**

25 Haddonfield-Berlin Rd.  
Cherry Hill, NJ 08034 United States  
08/1988 - 08/1990

Salary: 40,000.00 USD Per Year

Hours per week: 65

**Litigation Associate**

**Duties, Accomplishments and Related Skills:**

Litigated civil, administrative and criminal matters, with a concentration in the areas of federal and state law including corporate, contract, casino, financial audit, personal injury, real property, and criminal law. Estate Practice: Drafted wills, living wills, health care directives, and powers of attorney, and advised on overall estate and tax planning. Domestic Relations Practice: Drafted divorce complaints, annulments, complaint answers, separation agreements, child visitation, custody and support orders. Also represented clients in name change and adoption hearings.

Supervisor: Chuck Riley [REDACTED]

Okay to contact this Supervisor: Yes

**Superior Court of New Jersey**

Hall of Justice  
1 Mickle Blvd.  
Camden, NJ 08103 United States  
09/1987 - 08/1988

Hours per week: 40

**Law Clerk**

**Duties, Accomplishments and Related Skills:**

Civil motions clerk responsible for reviewing briefs and orders, researching legal and procedural issues, and drafting opinions and memoranda in both civil and criminal matters.

Supervisor: Glenn A. Grant, Acting Court Administrator [REDACTED]

Okay to contact this Supervisor: Yes

**Gloucester City Board of Education**

Rt 130 and Market St.  
Gloucester City, NJ 08030 United States  
12/1983 - 06/1984

Hours per week: 35

**English Teacher**

**Duties, Accomplishments and Related Skills:**

English teacher, 11th and 12th grades

Supervisor: Dr. Prichett [REDACTED]

Okay to contact this Supervisor: Yes

**Education:**

Delaware Law School of Widener University Wilmington, DE United States

Doctorate 05/1987

Credits Earned: 89 Semester hours

Major: Corporate and Tax Law

Relevant Coursework, Licenses and Certifications:

Class Rank top 25%

**Rutgers University Camden, NJ United States**  
 Bachelor's Degree 12/1983  
 GPA: 3 of a maximum 4  
 Credits Earned: 129 Semester hours  
 Major: History Minor: Latin-American Studies

**Gloucester City High School Gloucester City, NJ United States**  
 High School or equivalent 06/1979  
 GPA: 3.3 of a maximum 4.0  
 Credits Earned: NA  
 Major: College Prep

**Job Related Training:**

Judge Advocate General Officer Course (USAQMS)  
 Judge Advocate General Officer Basic Course (TJAGSA)  
 Contract Attorney and Fiscal Law Course (TJAGSA)  
 Judge Advocate General Officer Advance Course (TJAGSA)  
 Judge Advocate General Tri-Annual Training-International Law (TJAGSA)  
 Operational Law Course (TJAGSA)  
 Law of Land-Warfare Course (TJAGSA)  
 Command and General Staff Officer Course  
 Combat Life Saver  
 24 credits yearly through Attorney General of New Jersey required CLE.  
 12 credits yearly thorough the PA Bar Association

**Language Skills:**

Language	Spoken	Written	Read
Spanish	Advanced	Advanced	Advanced

**Affiliations:**

Supreme Court of New Jersey District IV Ethics Committee - Attorney Member  
 Supreme Court of New Jersey District IV Fee Arbitration Committee - Attorney Member  
 Hispanic Bar Associate of New Jersey - Board Member  
 VFW - Member  
 American Legion - Member  
 Knights of Columbus - Member  
 Haddon Height Youth Athletics - Coach

**Professional Publications:**

Stabilization Force, Lessons Learned in Creating a Secure Environment with Respect for the Rule of Law, Based on a Study of Bosnia, May 2000.  
 Published by the United States Army War College, Peace Keeping Institute, Carlisle, Pennsylvania. (Co-authored)

**References:**

Name	Employer	Title	Phone	Email
Thomas Bogar (*)	Office of General Counsel, Department of Defense	Associate General Counsel, International Affairs	██████████ ██████████	████████████████████
BG Christopher Burns (*)	Department of Defense Special Operations Command	Brigadier General	██████████ ██████████	████████████████████
Jeffrey Ignatowitz (*)	Attorney General of NJ	Deputy Attorney General	██████████ ██████████	████████████████████

Name	Employer	Title	Phone	Email
BG Ed Reeder (Ret.) (*)	Special Operations Command	Major General	██████████ ██████████	██████████
Hector Pagan (*)	US Army	Brigadier General	██████████ ██████████	██████████

(\*) Indicates professional reference

**Additional Information:**

**Leading Change** - While serving as the CEO for the Statewide Office of the Public Defender, a new Federal Law was passed entitled the American Safe Family Act, which required all States to streamline the processing of cases involving claims of abuse and neglect of children. I helped draft the NJ version of the Act and was required to create a new section within my office. I hired 40 new attorneys, 4 attorney supervisors, 80 investigators, 8 investigative supervisors and 60 secretaries. As part of the expansion, I had to enter into new real estates leases, purchase equipment and purchase vehicles for 200 new staff members. I also drafted new policies and procedures for contracting and personnel actions associated with the expansion.:

**Leading People** - Appointed by the Governor of New Jersey as the Chief Executive of the Office of the Public Defender, whose responsibility included managing an \$88 million budget and overseeing approximately 1200 employees statewide. Also provided administrative oversight and provided legal counsel at the Superior Court level in each of the State's twenty-one counties, and handled appeals and other ancillary legal proceedings related to the criminal defense of adults and juveniles, some of which rose to the US Supreme Court. Responsible for administrative oversight of specialized civil litigation units, including Mental Health and Guardianship, Law Guardian, Parental Representation Unit, Office of Dispute Settlement, and Intensive Supervision Program that provide services to indigent clients on a statewide basis. The Office also maintained and supervised a "pool" of several hundred private and per diem attorneys who can be called upon to accept cases staff attorneys cannot handle due to conflicts of interest. Also served as Special Counsel to three New Jersey Governors:

**Results Driven** - Officer in charge for the Combined Joint Special Operations Task Force-Afghanistan, Joint Operations Center; whose primary duty is to coordinate and support the combat movement of Special Forces Soldiers involved in capture and/or kill operations; and to ensure that all enemy combatants taken on the battlefield were handled and treated humanely, in conformance with U.S. and international law as well as abiding by SECDEF Directives. Duties also included the movement and tracking of all detainees taken by U.S. and Coalition Special Forces personnel in Afghanistan. Additional responsibilities included the inspection of all Special Forces Field Detention Sites, the training of all Special Forces personnel in the treatment and handling of detainees, and compliance with Department of Defense requirements and the Law of Armed Conflict. Also served as chief of operational law, chief investigator of war crimes violations alleged against CJSOTF-A soldiers in Afghanistan, and assistant director of future plans and operations (J35). All of these requirements were extremely time-sensitive and politically charged given the detainee abuse uncovered at Abu Ghraib. I moved over 400 detainees without issue throughout the country of Afghanistan. Operational law is quick moving, with legal decisions made within minutes after asked to review. A failure in any aspect could have led to an international incident with grave consequences to US credibility in the region. In the private sector, I had oversight of the Y2K implementation for 1200 users and 24 separate location. The budget for the Y2K conversion was \$3.4 million dollars. This update also included the conversion of 1300 unit phone system to VOIP.: **Business Acumen** - While serving as a Chief Executive Officer I was able to streamline the operations of the office through a public-private sector partnership which led to a yearly savings of \$3 million dollars. This overall savings was achieved by including all levels of management in the decision making process, through open forums, mid-sized brain-storming sessions and small departmental workshops. Every employee was invested because part of the savings was used for promotion and merit raises. I managed over 1200 employees, 24-27 individual offices, and several hundred motor vehicles located throughout the State of New Jersey. The total budget for my agency was approximately \$88 million dollars.

**Building Coalitions** - I served as Assistant Counsel and Special Counsel to three New Jersey Governors from 1990-1993 and 1997-2002, and was required to work with the Judicial and Legislative branches of government on a daily basis. As the Chief Public Defender for the entire State of New Jersey I was required to work on a daily basis with the Chief Justice and Justices of the New Jersey Supreme Court, as well as with the State Attorney General and the County Prosecutors for every NJ County. The Public Defenders Office handles 95% of all criminal cases in NJ (88,000 cases per year). I also had administrative oversight of specialized civil litigation units, including Mental Health (involuntary civil commitments), and Guardianship, Law Guardian, Parental Representation Unit (Law Guardians represent the interest of children who were abused and neglected by adults), Office of Dispute Settlement (Supreme Court Approved Civil Mediation Program which handled disputes between litigates in the Civil Division), and Intensive Supervision Program (Post Hearing Relief -Parole Hearing). These units required me to work with the private and civil bar. My agency also served as a budget flow-through for Legal Services of New Jersey and the Rate Payer Advocate (Public Utilities). I worked with the minority community in order recruit and hire qualified minorities to fill legal vacancies. My efforts were so successful that I was recognized by the American Bar Association Nationally and Awarded the Spirit of Excellence Award in 2001.

**Additional Information:**

- 2006 New Jersey Distinguished Service Award
- 2002 American Bar Association Spirit of Excellence Award
- 2001 New Jersey State Bar Association, Professional Lawyer of the Year
- 2001 New Jersey State Bar Association, Lawyer Assistance Program, Lawyers Concerned for Lawyers Support Award
- 2001 Council on Compulsive Gambling of New Jersey, Government Person of the Year

**MILITARY HONORS:**

- Legion of Merit
- (Two) Bronze Star
- Defense Meritorious Service Medal
- Meritorious Service Medal
- Joint Commendation Medal
- (Five) Army Commendation Medal (Four oak leaf clusters)
- Amy Achievement Medal
- (Six) Army Reserve Components Achievement Medal (Five oak leaf clusters)
- (Two) National Defense Service Medal (one bronze Star)
- Armed Forces Reserve Medal (M device)
- Global War on Terror Expeditionary Medal

Global War on Terrorism Service Medal  
Armed Forces Overseas Expeditionary Medal  
Afghanistan Campaign Medal (Three Tours)  
Iraqi Campaign Medal (Two Tours)  
NATO Humanitarian Assistance Award

**Elected Office:**

1987 Board Member, Three year term,  
Gloucester City Board of Education

1995 Councilman, Borough Of Mount Ephraim, NJ

# Ralph M Santiago

[REDACTED]  
Savannah, Ga. 31407  
[REDACTED]

Motivated finance professional with strong analytical and leadership skills with a background in financial management, manufacturing, distribution, and retail utilizing treasury management, inventory and personnel management to increase profits.

## Experience

March 2006 - PRESENT

### **RSS Inc** - *Chief Financial Officer*

- Responsible for the financial management of a privately held company with manufacturing, distribution, retail and foodservice divisions.
- Direct capital financing transactions with banks and leasing companies.
- Direct Treasury, Risk Management and Employee benefit operations.
- Oversee the operations of the retail and food service divisions, in conjunction with the Director of Operations for each division.
- Manage the financial health of the company by analyzing the profit and loss statements of each entity to monitor any deviation from the anticipated performance and share the findings with the CEO and COO.
- Create and implement annual forecasts and targets for cash flow, revenues, expenses and profit for each entity.
- Manage cash flow and the balance sheet through cost, inventory and payroll management.
- Work with internal and external accounting teams for tax planning, inventory valuation, month end closings and year end closing for each tax entity.

July 2004 - February 2006

### **RMS Investments** - *Chief Investment Officer*

- Monitored economic and political risks and the possible affect on interest rates and the stock market.
- Constructed and managed investment portfolios using individual equities, bonds and cash positions based on client risk profile and tolerance.

January 2002-January 2004

### **Lombard Securities** - *Investment Manager*

- Retail investment manager dealing with individuals to manage their investments.
- Constructed and managed investment portfolios using individual equities, bonds and cash positions based on client risk profile and tolerance.

September 1999 - November 2001

**Edward Jones - *Investment Rep***

Established the Edward Jones office on Wilmington Island.

Responsible for building the brand in Savannah and attracting new customers.

Make investment decisions and recommendations for the clients.

January 1995-August 1999

**Norwest Financial - *Branch Manager***

Managed a consumer lending office that provided financial products to individuals and retail small business financing.

Managed the office loan portfolio and accounts receivables.

August 1993-November 2004

**Dean Witter - *Account Executive***

Built a book of business via cold calling techniques.

Managed client investment portfolios using a mix of stocks, bonds and cash.

**Education**

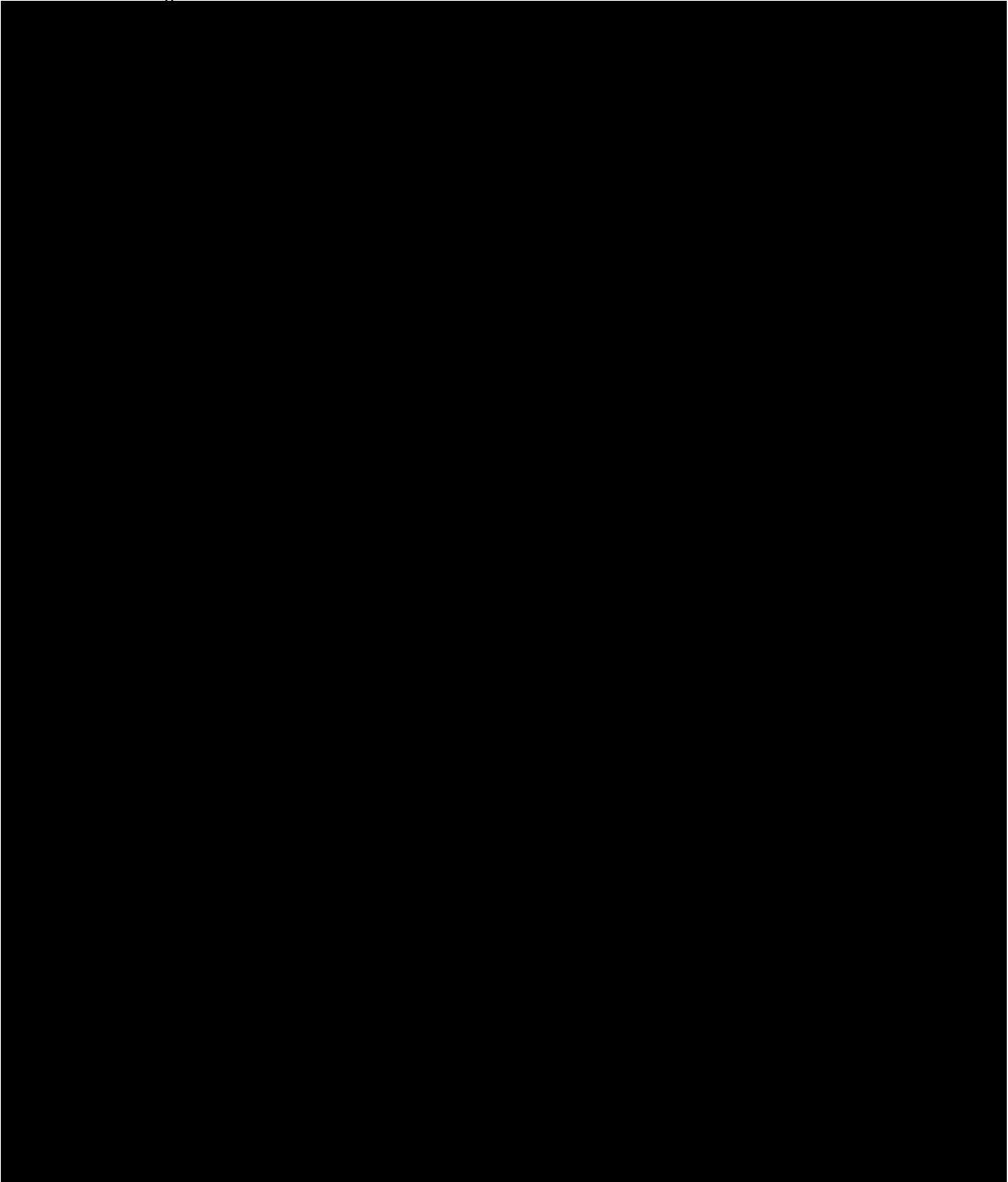
August 1993

**Georgia Southern University, Statesboro, Ga - *Finance***

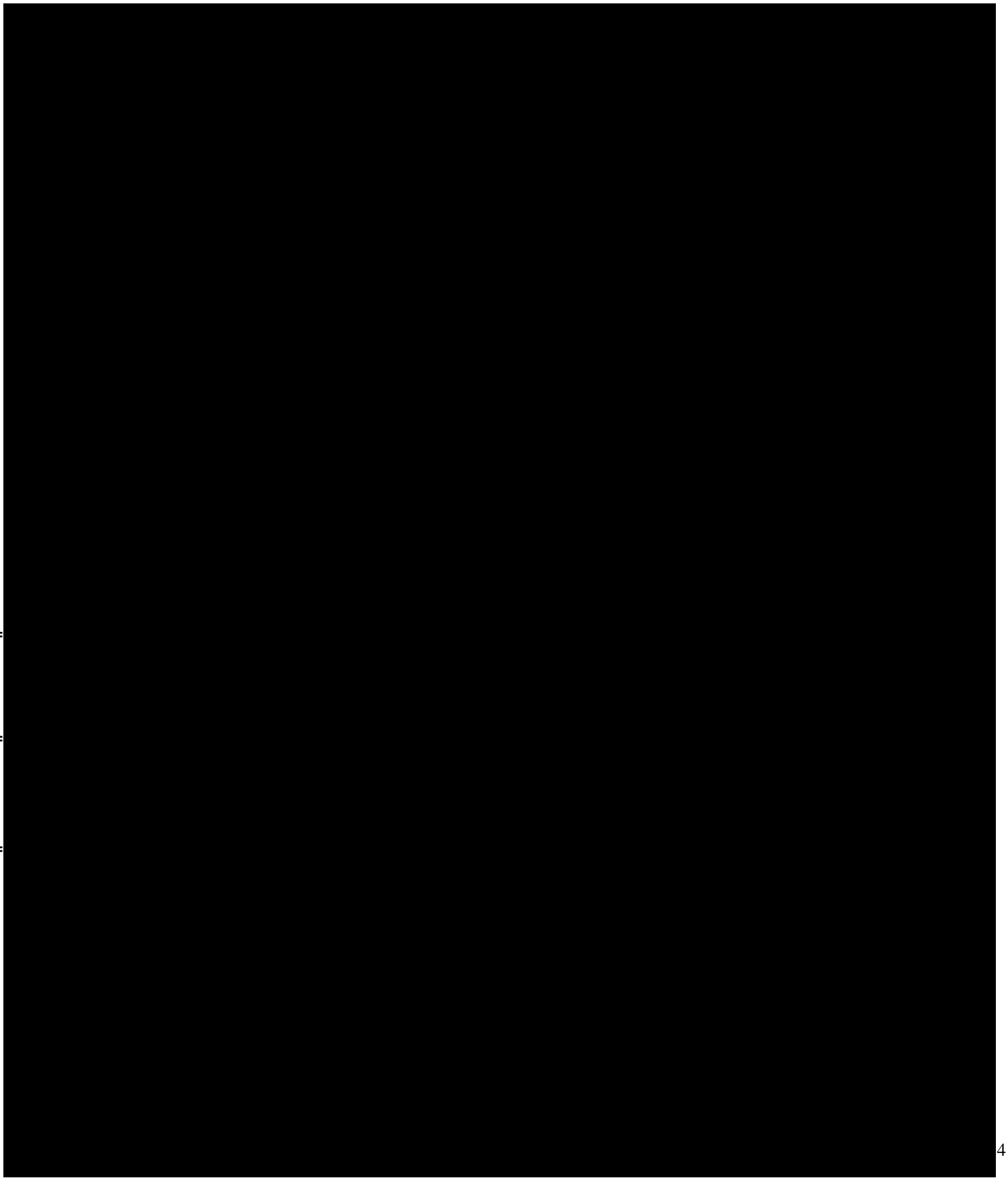
Graduated from Georgia Southern University with a BBA in Finance.



CF



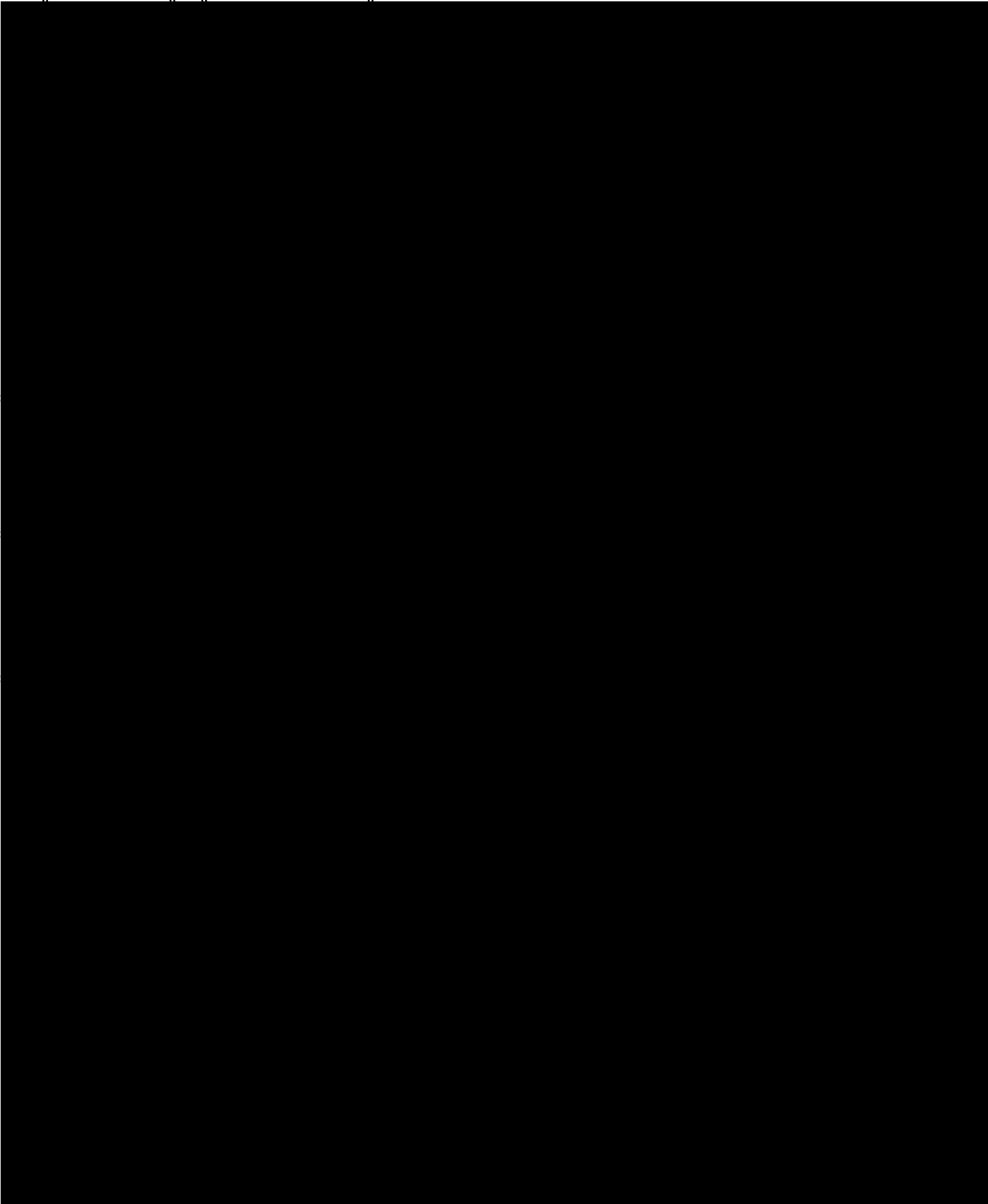






CF

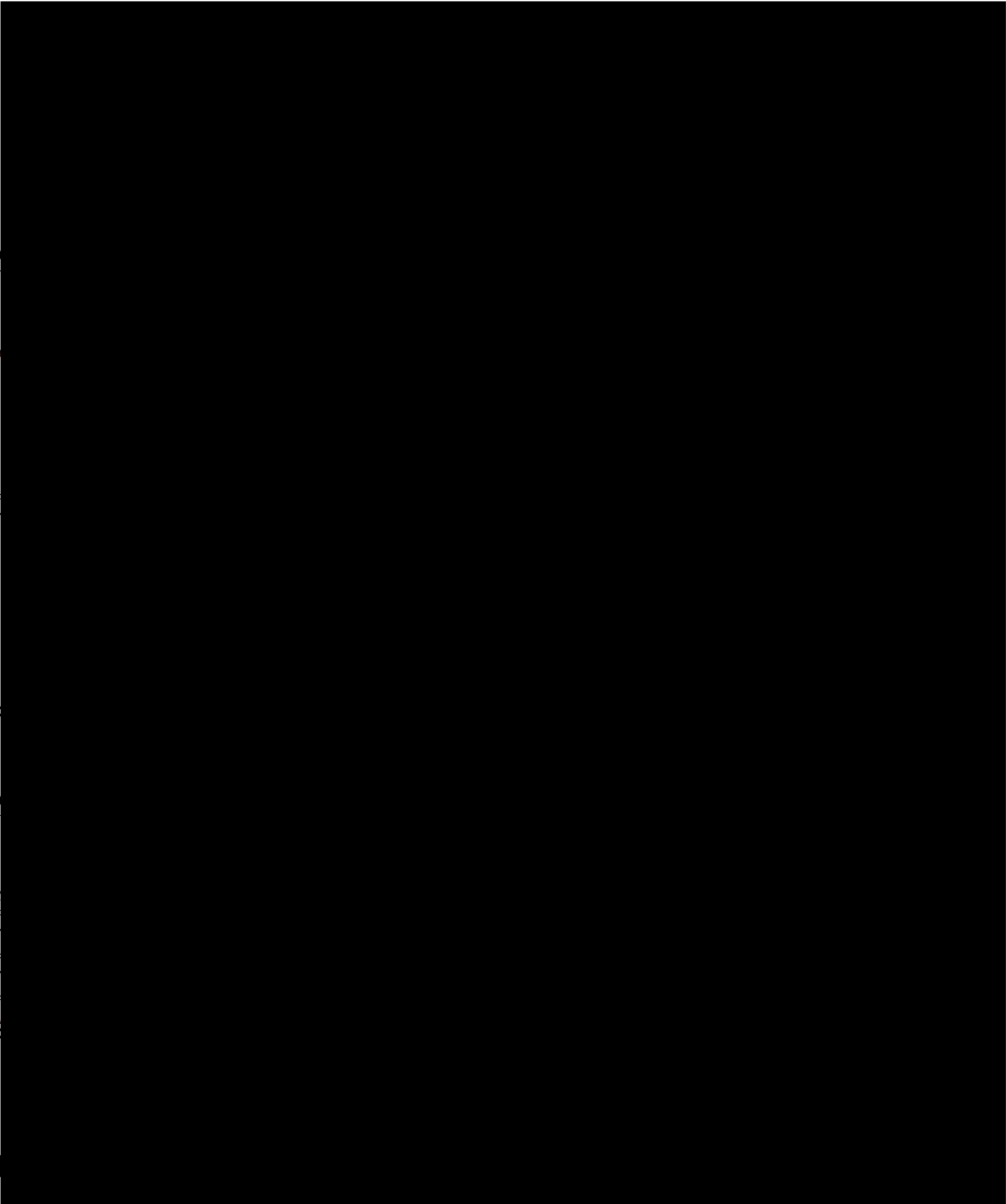
--	--	--

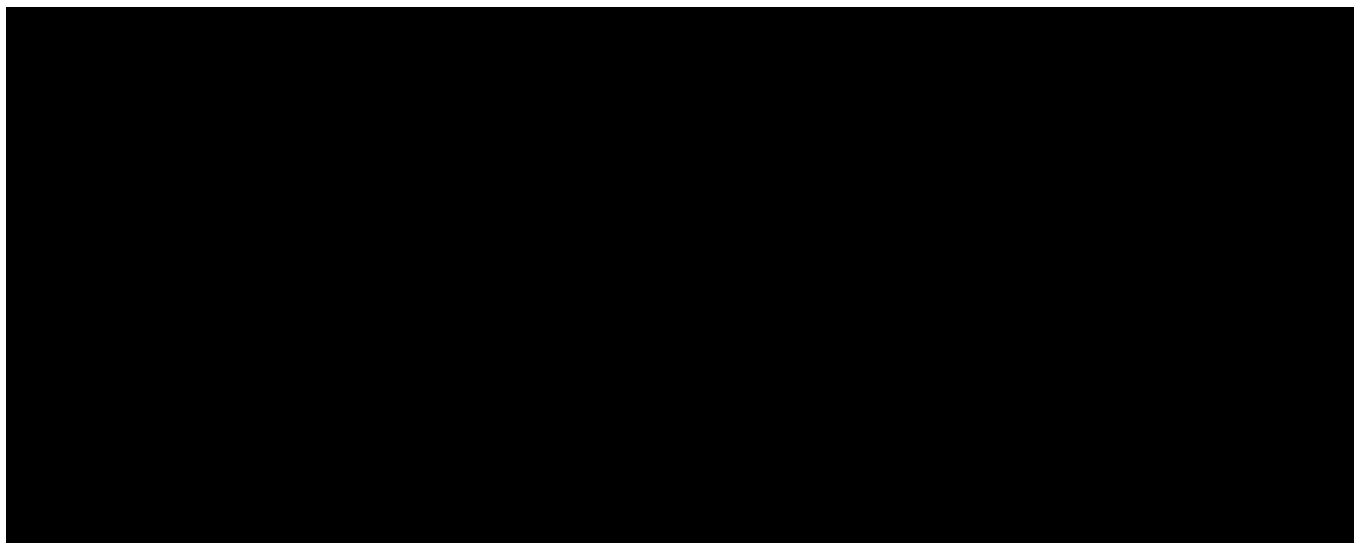


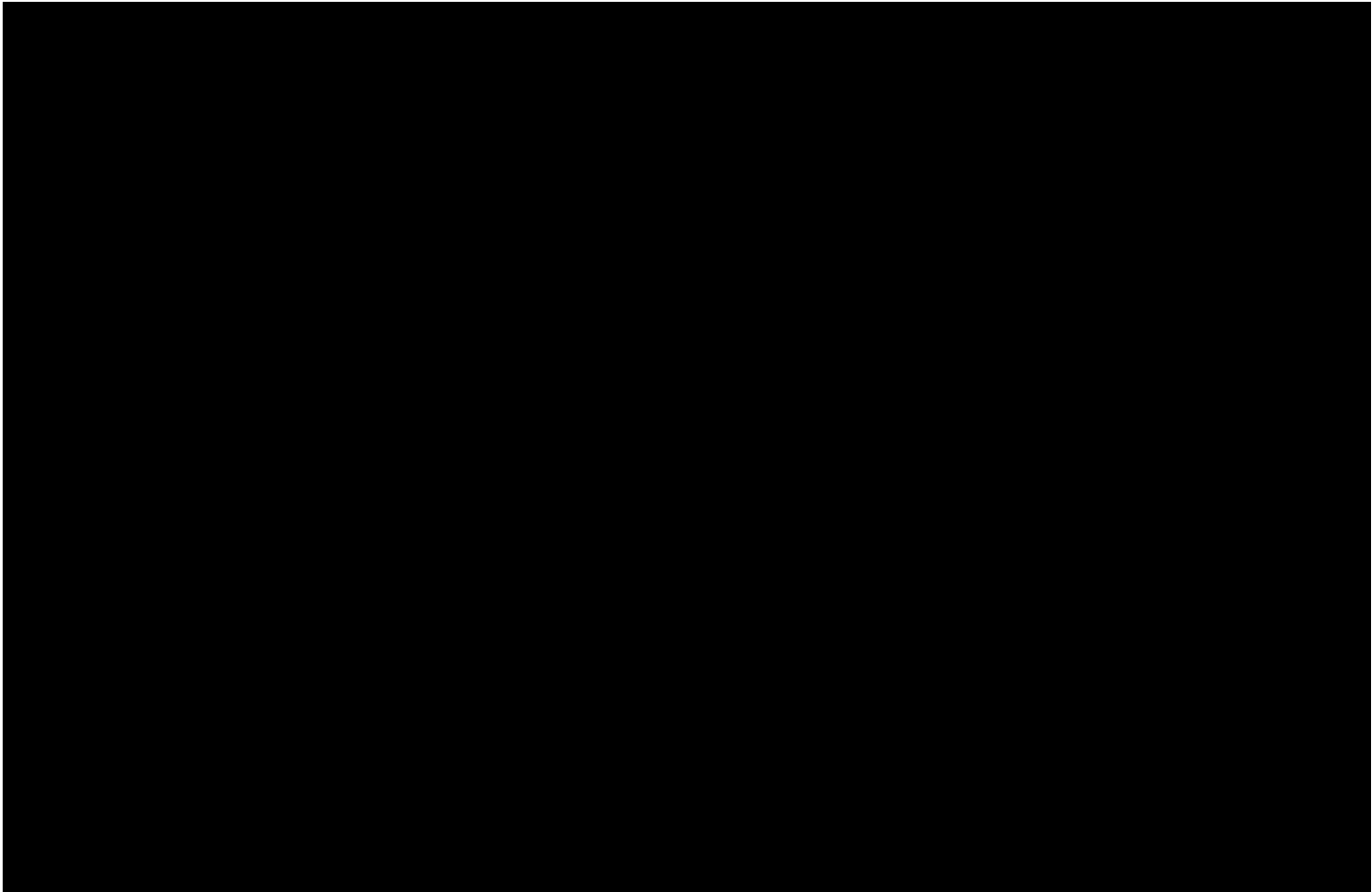


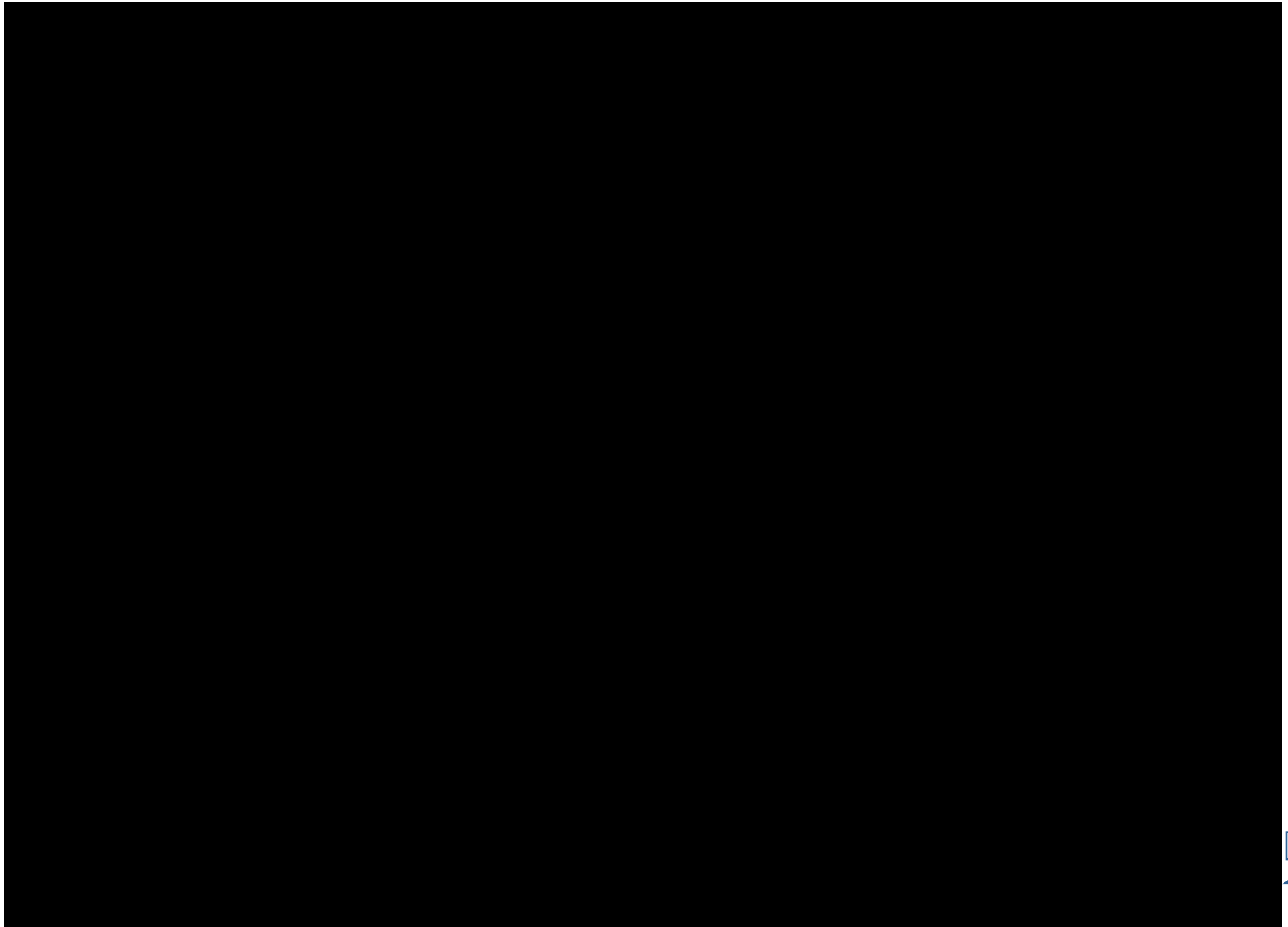
D  
3  
3  
3  
ta  
3  
4  
c  
4  
4  
8  
=  
T

D  
4  
4  
4  
C  
=  
T  
=  
T  
=  
L

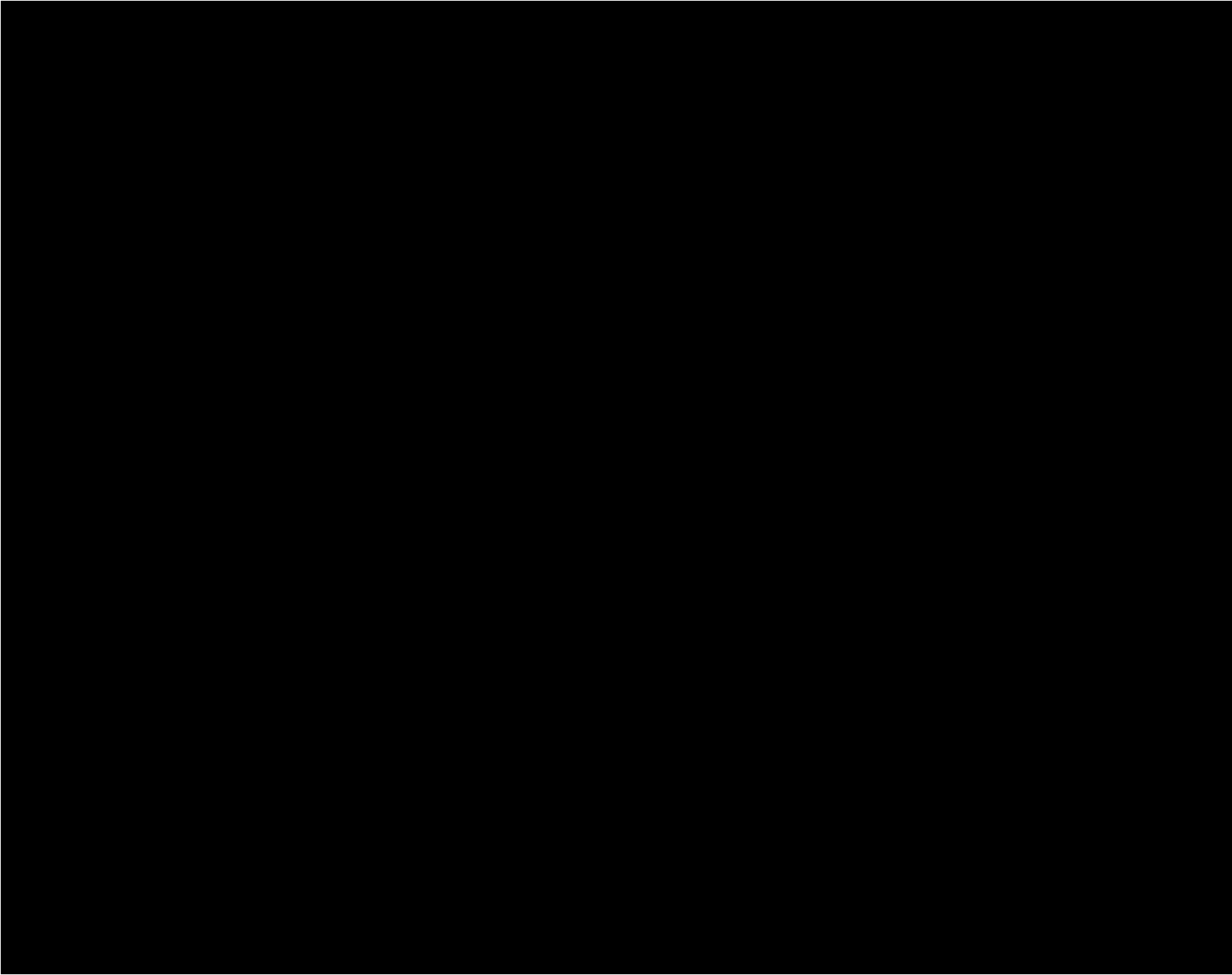








Main Level



**Curriculum Vitae and Table of Contents**

Randall W. Engle

School of Psychology, Georgia Institute of Technology

I.	Earned Degrees.....	2
II.	Employment History.....	2
III.	Honors and Awards.....	2-3
IV.	Research, Scholarship, and Creative Activities.....	3-14
	A. Published Books and Book Chapters.....	3-5
	A1. Books.....	3
	A2. Book Chapters.....	3-5
	B. Refereed Publications and Submitted Articles.....	5-11
	C. Other Publications and Creative Products.....	11
	D. Dissertations Directed.....	11-12
	E. Grants.....	12-14
V.	Professional Organizations.....	15
VI.	Service.....	15



### **I. Earned Degrees**

B.S.	1968	West Virginia State College (now WV State University)
M.A.	1969	The Ohio State University
Ph.D.	1973	The Ohio State University

### **II. Employment History**

1972-1974	King College, Bristol, TN
1974-1978	Assistant Professor, University of South Carolina
1978-1983	Associate Professor, USC
1983-1995	Professor of Psychology, USC
1980-1984	Program Director, Doctoral Program in General-Experimental Psychology
1995-2008	Chair, School of Psychology, Georgia Institute of Technology
2000-present	Adjunct Professor, Department of Psychiatry, Emory Medical School
2008	Associate Dean, College of Sciences, Georgia Tech
1995-present	Professor, School of Psychology, Georgia Institute of Technology
2008-2009	Founding Director, GSU/GT Center for Advanced Brain Imaging
2012-2015	Director, GSU/GT Center for Advanced Brain Imaging
2012-2016	Professional Fellow, University of Edinburgh

### **III. Honors and Awards**

#### Teaching Honors:

1988 and 1994	Mortar Board Excellence in Teaching Award
1991	Ace Teacher Award, Models of the Mind, South Carolina Honors College
1992	Distinguished Honors College Professor
1993	Amoco Award for University Teacher of the Year
1993 and 1994	South Carolina Governor's Professor of the Year, nominee

#### Professional Honors:

Invited address to American Psychological Association, Division 3, 1996 annual meeting  
 Chair of Executive Board of Council of Graduate Departments of Psychology  
 Elected to Executive Committee of Division 3 of APA  
 Elected to Governing Board of Psychonomic Society  
 President, Division 3 of APA  
 Chair of Governing Board of Psychonomic Society  
 Elected to membership in The Society of Experimental Psychologists  
 Elected to membership in the Memory Disorders Research Society  
 Elected Fellow of America Association for the Advancement of Science  
 Distinguished Alumni Award, Department of Psychology, The Ohio State University  
 Lifetime Achievement Award, Division 3 of the American Psychological Association  
 Elizabeth Hurlock Beckman Award 2014 (given to professors who inspired their former students to achieve greatness.  
 APS Mentor Award 2017  
 Elected Fellow of America Academy of Arts and Sciences 2018  
 SEPA Mentor Award, 2019



Keynote address to:

German Psychological Society – Bielefeld, Germany  
 European Society of Cognitive Psychology – Krakow, Poland  
 International Society of Intelligence Research – Melbourne, Australia  
 Centre for Cognitive Ageing and Cognitive Epidemiology, Edinburgh  
 Psychonomic Society, 2017  
 Clinical Aphasiology Conference, 2019

#### IV. Research, Scholarships, and Creative Activities

Google Scholar Profile at <https://scholar.google.com/citations?user=irWRYqcAAAAJ&hl=en>

##### A. Published Books and Book Chapters

###### A1. Books

1. Richardson, J.T.E, Engle, R.W., Hasher, L., Logie, R.H., Stoltzfus, E.R., & Zacks, R.T. (1996). Working memory and human cognition. New York: Oxford University Press.
2. Wilhelm, O. & Engle, R.W. (Eds.). (2004). Handbook on Understanding and Measuring Intelligence, Sage Press: CA.
3. Engle, R.W., Sedek, G., von Hecker, U. & McIntosh, D. (Eds.). (2005). Cognitive Limitations in Aging and Psychopathology: Attention, Working Memory, and Executive Functions. Cambridge University Press: London.
4. (Polish translation of the above book.) Engle, R.W., Sedek, G., von Hecker, U. & McIntosh, D. (Eds.). (2007). Ograniczenia poznawcze.: Starzenie sie i psychopatologia. Wydawnictwo Naukowe: Warsaw.

###### A2. Book Chapters

1. Engle, R. W. (1994). Memory. In Robert Sternberg (Ed.), Encyclopedia of human intelligence (pg. 700-704), NY:Macmillan.
2. Engle, R. W. (1996). Working memory and retrieval: An inhibition-resource approach. In J.T.E. Richardson, R.W. Engle, L. Hasher, R.H. Logie, E.R. Stoltzfus, & R.T. Zacks (Eds.) in Working memory and human cognition. New York: Oxford University Press.
3. Engle, R. W. & Conway, A. R. A. (1998). Working memory and comprehension. In R. H. Logie, & K. J. Gilhooly, (Eds.), Working memory and thinking (pp 67-92). East Sussex, UK: Psychology Press.
4. Engle, R.W. & Oransky, N. (1999). The evolution from short-term to working memory: Multi-store to dynamic models of temporary storage. In R. Sternberg (Ed.), The Nature of Cognition (pp. 514-555). Cambridge, MA: MIT Press.
5. Engle, R.W., Kane, M.J. & Tuholski, S.W. (1999). Individual differences in working memory capacity and what they tell us about controlled attention, general fluid intelligence and functions of the prefrontal cortex. In Miyake, A. & Shah, P. (Eds.), Models of working memory: Mechanisms of active maintenance and executive control ((pp.102-134). London:Cambridge Press.
6. Engle, R.W. (2001). What is working memory capacity? In Roediger, H. L., Nairne, J.S., Neath, I., Suprenant, A. M. The Nature of Remembering: Essays in Honor of Robert G. Crowder. Washington, D.C.: American Psychological Association Press.
7. Hambrick, D. Z. & Engle, R. W. (2003). The role of working memory in higher level cognition. In Davidson, J. & Sternberg, R. The nature of problem solving. MIT Press.

8. Engle, R.W. & Kane, M.J. (2004). Executive Attention, Working Memory Capacity, and a Two-Factor Theory of Cognitive Control. In Ross, B. (Ed), *The Psychology of Learning and Motivation*, (Vol 44, pp 145-199). Academic Press:NY.
9. Heitz, R.P., Unsworth, N. & Engle, R.W. (2004). Working memory capacity, attention, and fluid intelligence. In Wilhelm, O. & Engle, R.W. (Eds.), *Handbook on Understanding and Measuring Intelligence*, (pp 61-78), Sage Press: CA.
10. Wilhelm, O. & Engle, R. W. (2004). Intelligence: A diva and a workhorse. In Wilhelm, O. & Engle, R.W. (Eds.), *Handbook on Understanding and Measuring Intelligence*, (pp 1-10), Sage Press: CA.
11. Hambrick, D. Z., Kane, M. J., & Engle, R. W. (2005). The Role of Working Memory in Higher-Level Cognition: Domain-Specific vs. Domain-General Perspectives. In R. J. Sternberg & J. Pretz, Eds. *Cognition and Intelligence*, (pp 104-121). Cambridge University Press.
12. Unsworth, N., Heitz, R. P., & Engle, R.W. (2005). Working memory capacity and attention control. In Engle, R.W., Sedek, G., von Hecker, U. & McKintosh, D. (Eds.) *Cognitive Limitations in Aging and Psychopathology: Attention, Working Memory, and Executive Functions*. Cambridge University Press: London.
13. Engle, R.W., Sedek, G., von Hecker, U. & McIntosh, D. (2005) *Cognitive Limitations in Aging and Psychopathology: A Brief Tutorial to Research Paradigms*. In Engle, R.W., Sedek, G., von Hecker, U. & McIntosh, D. (Eds.). *Cognitive Limitations in Aging and Psychopathology: Attention, Working Memory, and Executive Functions*. Cambridge University Press: London.
14. Kane, M. J., Conway, A. R. A., Hambrick, D. Z., & Engle, R. W. (2007). Variation in working-memory capacity as variation in executive attention and control. To appear in A. R. A. Conway, C. Jarrold, M. J. Kane, A. Miyake, J. Towse (Eds.), *Variation in Working Memory*. Oxford University Press.
15. Engle, R.W. (2007). Integrative comments Working Memory: The mind is richer than the models. In *Science of Memory: Concepts*, (Eds.) Roediger, H.L. III, Dudai, Y., and Fitzpatrick, S.M. Oxford University Press.
16. Redick, T. S., Heitz, R. P., & Engle, R. W. (2007). Working memory capacity and inhibition: Cognitive and social consequences. In D. S. Gorfein, & C. M. MacLeod (Eds.), *Inhibition in cognition* (pp. 125-1420). Washington, DC: American Psychological Association.
17. Broadway, J.M.; Redick, T.S.; Engle, R.W. (2010). Working memory capacity: Self-control is (in) the goal. Hassin, R. R. (Ed); Ochsner, K.N. (Ed); Trope, Y. (Ed). *Self control in society, mind, and brain*, Oxford series in social cognition and social neuroscience (pp. 163-173). New York, NY, US: Oxford University Press
18. Courage, M. L.; Howe, M. L.; Ilkowska, M.; Engle, R. W.; Kossowska, M.; Orehek, E.; Kruglanski, A. W.; McVay, J.C.; Kane, M. J.; Marszał-Wiśniewska, M.; Zajusz, D.; Orzechowski, J. Sedek, G.; Brzezicka, A. Individual differences in working memory and higher-ordered processing: The commentaries. In Gruszka, A. Matthews, G., Szymura, B. (Eds). *Handbook of individual differences in cognition: Attention, memory, and executive control*. The Springer series on human exceptionality (pp. 419-436). New York, NY, US: Springer Science + Business Media.
19. Ikowska, M. & Engle, R. W. (2010). Trait and state differences in working memory capacity. In Gruszka, A. Matthews, G., Szymura, B. (Eds). *Handbook of individual differences in cognition:*

Attention, memory, and executive control, *The Springer series on human exceptionality*. (pp 295-320). New York, NY, US: Springer Science + Business

20. Ilkowska, M. & Engle, R. W. (2010). Working memory capacity and self-regulation. In Hoyle, R. H., *Handbook of personality and self-regulation*, (pp. 265-290). Wiley-Blackwell, xiv, 528 pp.

21. Harrison, T. L., Shipstead, Z., & Engle, R. W. (2014). Taxonomy of transfer to cognitive abilities. In D. S. Lindsay, C. M. Kelley, A. P. Yonelinas, & H. L. Roediger III (Eds.), *Remembering: Attributions, processes, and control in human memory* (307-321).

22. Shipstead, Z., & Engle, R. W. (2018). Mechanisms of working memory capacity and fluid intelligence and their common dependence on executive attention. In R. J. Sternberg (Ed.), *The nature of human intelligence* (pp. 287-307). New York, NY, US: Cambridge University Press.

#### **B. Refereed Publications and Submitted Articles**

1. Wickens, D. D., & Engle, R. W. (1970). Imagery and abstractness in short-term memory. *Journal of Experimental Psychology*, 84, 268-272.

2. Engle, R. W. (1974). The modality effect: Is PAS responsible? *Journal of Verbal Learning and Verbal Behavior*, 13, 824-829.

3. Engle, R. W. (1974). Negative recency effect in delayed recognition. *Journal Experimental Psychology*, 102, 209-216.

4. Engle, R. W. (1975). Pupillary measurement and release from proactive inhibition. *Perceptual and Motor Skills*, 41, 835-842.

5. Engle, R.W., & Mobley, L. A. (1976). The modality effect: What happens in long-term memory? *Journal of Verbal Learning and Verbal Behavior*, 15, 519-527.

6. Engle, R. W., & Durban, E. D. (1977). Effects of modality of presentation on delayed recognition. *Perceptual and Motor Skill*, 45, 1203-1210.

7. Engle, R. W. (1977). A developmental study of the Prelinguistic Auditory Store (PAS). *Intelligence*, 1, 358-368.

8. Engle, R. W., & Bukstel, L. (1978). Memory processes among bridge players of differing expertise. *American Journal of Psychology*, 91, 673-689.

9. Engle, R. W., & Nagle, R. J. (1979). Strategy training and semantic encoding in mildly retarded children. *Intelligence*, 3, 17-30.

10. Engle, R. W., Clark, D. D., & Cathcart, J. S. (1980). The modality effect: Is it a result of different strategies? *Journal of Verbal Learning and Verbal Behavior*, 19, 226-239.

11. Engle, R. W. (1980). The suffix effect: How many positions are involved? *Memory & Cognition*, 8, 247-252.

12. Engle, R. W., Nagle, R. J., & Dick, M. (1980). Maintenance and generalization of a semantic rehearsal strategy in educable mentally retarded children. *Journal of Experimental Child Psychology*, 30, 438-454.

13. Kramer, J. J., Nagle, R. J., & Engle, R. W. (1980). Recent advances in mnemonic strategy training with the mentally retarded: Implications for the special educator. *American Journal of Mental Deficiency*, 85, 306-314.

14. Balota, D. A., & Engle, R. W. (1981). Structural and strategic factors in the stimulus suffix effect. *Journal of Verbal Learning and Verbal Behavior*, 20, 346-357.

15. Engle, R. W., Fidler, D. S., & Reynolds L. H. (1981). Does echoic memory develop? *Journal of Experimental Child Psychology*, 32, 459-473.

16. Kramer, J. J., & Engle, R. W. (1981). Teaching awareness of strategic behavior in combination with strategic training: Effects on children's memory performance. *Journal of Experimental Child Psychology*, 32, 513-530.
17. Watson, E. S., & Engle, R. W. (1982). Is it lateralization, processing strategies or both that distinguishes good and poor readers? *Journal of Experimental Child Psychology*, 34, 1-19.
18. Engle, R. W., & Roberts, J. S. (1982). How long does the modality effect persist? *Bulletin of the Psychonomic Society*, 19, 343-346.
19. Greenberg, S. N., & Engle, R. W. (1983). Voice change in the stimulus suffix effect: Are the effects structural or strategic? *Memory & Cognition*, 11, 551-556.
20. Engle, R. W., & Marshall, K. (1983). The development of memory span: Are acquisition strategies responsible? *Journal of Experimental Child Psychology*, 36, 429-436.
21. Dick, M. B., & Engle, R. W. (1984). The effect of instruction with relational and item-specific elaborative strategies on young children's organization and free recall. *Journal of Experimental Child Psychology*, 37, 282-302.
22. Sipe, S., & Engle, R. W. (1986). Echoic memory processes in good and poor readers. *Journal of Experimental Psychology: Learning, Memory, and Cognition*, 12, 402-412.
23. Turner, M. L., & Engle, R. W. (1986). Working memory capacity. *Proceedings of the Human Factors Society*, 30, 1273-1277.
24. Stuart, E. W., Shimp, T. A., & Engle, R. W. (1987). Classical conditioning of consumer attitudes: Four experiments in an advertising context. *Journal of Consumer Research*, 14, 334-349.
25. Turner, M. L., LaPointe, L. B., Cantor, J., Reeves, C. H., Griffeth, R. H., & Engle, R. W. (1987). Recency and suffix effects found with auditory presentation and with mouthed visual presentation: They're not the same thing. *Journal of Memory and Language*, 26, 138-164.
26. Engle, R. W., Cantor, J. & Turner, M.L. (1989). Modality effects: Do they fall on deaf ears? *Quarterly Journal of Experimental Psychology*, 41A, 273-292..
27. Turner, M. L. & Engle, R. W. (1989). Working memory capacity: An individual differences approach. *Journal of Memory and Language*, 28, 127-154..
28. Cantor, J. & Engle, R. W. (1989). The effects of concurrent load on mouthed and vocalized modality effects. *Memory & Cognition*, 17, 701-711.
29. Balota, D. A., Cowan, N. and Engle, R. W. (1990). Suffix interference in the recall of linguistically coherent speech. *Journal of Experimental Psychology: Learning, Memory and Cognition*, 16, 446-456.
30. Shimp, T. A., Stuart, E. W. and Engle, R. W. (1990). Classical conditioning of negative attitudes. *Advances in Consumer Research*, 17, 536-540.
31. La Pointe, L. B. and Engle, R. W. (1990). Simple and complex word spans as measures of working memory capacity. *Journal of Experimental Psychology: Learning, Memory and Cognition*, 16, 1118-1133.
32. Engle, R. W., Nations, J. K. and Cantor, J. (1990). Word knowledge and working memory capacity. *Journal of Educational Psychology*, 82, 799-804.
33. Shimp, T. A., Stuart, E. W. and Engle, R. W. (1991). A program of classical conditioning studies: An evaluation of CS and context factors. *Journal of Consumer Research*, 18, 1-12.
34. Cantor, J. Engle, R. W., Hamilton, G. (1991). Short-term memory, working memory, and verbal abilities: How do they relate? *Intelligence*, 15, 229-246 .

35. Engle, R. W., Carullo, J. J., & Collins, K. W. (1991). Individual differences in the role of working memory in comprehension and following directions in children. *Journal of Educational Research*, 84, 253-262.
36. Engle, R. W., Cantor, J., & Carullo, J. (1992). Individual differences in working memory and comprehension: A test of four hypotheses. *Journal of Experimental Psychology: Learning, Memory and Cognition*, 18, 972-992.
37. Turner, M. L., Johnson, S. K., McNamara, D. S., and Engle, R. W. (1992). Effects of same modality interference on immediate serial recall of auditory and visual information. *Journal of General Psychology*, 119, 247-263.
38. Cantor, J. & Engle, R. W. (1993). Working memory capacity as long-term memory activation: An individual differences approach. *Journal of Experimental Psychology: Learning, Memory and Cognition*, 19, 1101-1114.
39. Turner, M.L., Schwartz, M.K., Clifton, G.E., & Engle, R.W. (1994). Effects of vocabulary size and acoustic similarity on serial recall of mouthed stimuli. *Journal of General Psychology*, 121, 361-376.
40. Conway, A. R. A. & Engle, R. W. (1994). Working memory and retrieval: A resource-dependent inhibition model. *Journal of Experimental Psychology: General*, 123, 354-373.
41. Engle, R. W., Conway, A. R. A., Tuholski, S. W., & Shisler, R. J. (1995). A resource account of inhibition. *Psychological Science*, 6, 122-125.
42. Conway, A. R. A., & Engle, R. W. (1996). Individual differences in working memory capacity: More evidence for a general capacity theory. *Memory*, 4, 577-590
43. Rosen, V.M. & Engle, R.W. (1997). The role of working memory capacity in retrieval. *Journal of Experimental Psychology: General*, 126, 211-227.
44. Rosen, V. M. & Engle, R. W. (1997). Forward and backward serial recall. *Intelligence*, 25, 37-47.
45. Rosen, V. M. & Engle, R. W. (1998). Working memory capacity and suppression. *Journal of Memory and Language*, 39, 418-436.
46. Engle, R.W., Tuholski, S.W., Laughlin, J.E., & Conway, A.R.R. (1999). Working memory, short-term memory and general fluid intelligence: A latent variable approach. *Journal of Experimental Psychology: General*, 128, 309-331.
47. Kane, M.J., Conway, A.R.A., & Engle, R.W. (1999). What do working memory tests really measure? *Behavioral and Brain Sciences*, 22, 101-102.
48. Conway, A.R.A, Tuholski, S.W., Shisler, R.J. & Engle, R.W. (1999). The effect of memory load on negative priming: An individual differences investigation. *Memory & Cognition*, 27, 1042-1050.
49. Conway, A. R. A., Kane, M. J., & Engle, R. W. (1999). Is Spearman's g determined by speed or working memory capacity? Book review of Jensen on Intelligence-g-factor. *Psychology*, 10(074).
50. Kane, M.J., & Engle, R.W. (2000). Working memory capacity, proactive interference, and divided attention: Limits on long-term memory retrieval. *Journal of Experimental Psychology: Learning, Memory, and Cognition*, 26, 336-358.
51. Kane, M.J., Bleckley, M.K., Conway, A.R.A., & Engle, R.W. (2001). A controlled-attention view of working-memory capacity. *Journal of Experimental Psychology: General*, 130, 169-183.
52. Tuholski, S. W., Engle, R. W., Baylis, G. C. (2001). Individual differences in working memory capacity and enumeration. *Memory & Cognition*, 29, 484-492.
53. Hambrick, D. Z., Wilhelm, O., & Engle, R. W. (2001). The role of working memory in learning disabilities. *Issues in Education*, 7, 87-95.
54. Engle, R. W. (2002). Working memory capacity as executive attention. *Current Directions in Psychological Science*, 11, 19-23.

55. Hambrick, D. Z. & Engle, R. W. (2002). Effects of domain knowledge, working memory capacity and age on cognitive performance. *Cognitive Psychology*, 44,339-387.
56. Kane, M.J. & Engle, R.W. (2003). The Role of Prefrontal Cortex in Working-Memory Capacity, Executive Attention, and General Fluid Intelligence. *Psychonomics Bulletin and Review*, 9, 637-671.
57. Kane, M.J. & Engle, R.W. (2003). Working-memory capacity and the control of attention: The contributions of goal neglect, response competition, and task set to Stroop interference. *Journal of Experimental Psychology: General*, 132, 47-70.
58. Conway, A.R.A., Kane, M.J., & Engle, R.W. (2003). Working memory capacity and its relation to general intelligence. *Trends in Cognitive Sciences*, 7, 547-552.
59. Mecklinger, A., Weber, K., Gunter, T.C., & Engle, R.W. (2003). Dissociable brain mechanisms for inhibitory control: effects of interference content and working memory capacity. *Cognitive Brain Research*, 18, 26-39.
60. Bleckley, M. K., Durso, F. T., Crutchfield, J. M., Engle, R., & Khanna, M. (2004). Individual differences in working memory capacity predict visual attention allocation. *Psychonomic Bulletin and Review*, 10, 884-889.
61. Feldman-Barrett, L., Tugade, M. M., & Engle, R. W. (2004). Individual differences in working memory capacity and dual-process theories of the mind. *Psychological Bulletin*, 130, 553-573.
62. Unsworth, N., Schrock, J. C., & Engle, R.W. (2004). Working Memory Capacity and the Antisaccade Task: Individual Differences in Voluntary Saccade Control. *Journal of Experimental Psychology: Learning, Memory, & Cognition*, 30, 1302-1321.
63. Oberauer, K., Lange, E., & Engle, R.W. (2004). Working Memory Capacity and Resistance to Interference. *Journal of Memory and Language*, 51, 80-96.
64. Kane, M.J., Hambrick, D.Z., Tuholski, S.W., Wilhelm, O., Payne, T.W., Engle, R.W. (2004) The Domain Generality of Working-Memory Capacity: A Latent-Variable Approach to Verbal and Visuo-Spatial Memory and Reasoning. *Journal of Experimental Psychology: General*, 133, 189-217.
65. Unsworth, N., & Engle, R. W. (2005). Working memory capacity and fluid abilities: Examining the correlation between Operation Span and Raven. *Intelligence*, 33, 67-81.
66. Conway, A.R.A., Kane, M.J., Bunting, M.F., Hambrick, D.Z., Wilhelm, O., & Engle, R.W. (2005). Working memory span tasks: A methodological review and user's guide. *Psychonomic Bulletin and Review*., 12, 769-786.
67. Murray, J.D. & Engle, R.W. (2005). Accessing situation model information: Memory-based processing versus here-and-now accounts. *The Journal of Psychology*, 139, 261-272.
68. Heitz, R.P., Redick, T.S., Hambrick, D.Z., Kane, M.J., Conway, A.R.A., & Engle, R.W. (2006). Working memory, executive function, and general fluid intelligence are not the same. *Behavioral and Brain Sciences*, 29, 135-136.
69. Kane, M.J., Poole, B.J., Tuholski, S.W., & Engle, R.W. (2006). Working memory capacity and the top-down control of visual search: Exploring the boundaries of "executive attention." *Journal of Experimental Psychology: Learning, Memory, and Cognition*, 32, 749-777.
70. Redick, T.S., and Engle, R.W. (2006). Working memory capacity and Attention Network Test performance. *Applied Cognitive Psychology*, 20, 713 – 721.
71. Unsworth, N., & Engle, R.W. (2006). A temporal-contextual retrieval account of complex span: An analysis of errors. *Journal of Memory and Language*, 54, 346 – 362.
72. Unsworth, N., & Engle, R. W. (2005). Individual differences in working memory capacity and learning: Evidence from the serial reaction time task. *Memory & Cognition*, 33, 213-220.
73. Unsworth, N., Heitz, R.P., Schrock, J.C., & Engle, R.W. (2005). An automated version of the operation span task. *Behavior Research Methods*, 37, 498 – 505.



74. Unsworth, N. and Engle, R.W. (2006) Simple and complex memory spans: Evidence from list-length effects. *Journal of Memory and Language*, 54, 68 – 80.
75. Unsworth, N. and Engle, R.W. (2007). The nature of individual differences in working memory capacity: Active maintenance in primary memory and controlled search from secondary memory. *Psychological Review*, 114,104-132.
76. Unsworth, N. and Engle, R.W. (2007). On the division of short-term and working memory: An examination of simple and complex spans and their relations to higher-order abilities. *Psychological Bulletin*, 133, 1038-1066
77. Heitz, R. P. & Engle, R. W. (2007). Focusing the spotlight: Individual differences in visual attention control. *Journal of Experimental Psychology: General*, 136, 217-240.
78. Heitz, R. P. ,Schrock, J. C. ,Payne, T. W. & Engle R. W. (2008). Effects of incentive on working memory capacity: Behavioral and pupillometric data. *Psychophysiology*, 44, 1–11.
79. Unsworth, N., Engle, R. W. (2008). Speed and accuracy of accessing information in working memory: An individual differences investigation of focus switching. *Journal of Experimental Psychology: Learning, Memory, and Cognition*. 34, 616-630.
80. Calderón-Garcidueñas, L., Mora-Tiscareño, A., Esperanza Ontiveros, E., Gómez-Garza, G., Barragán-Mejía, G., Broadway, J., Chapman, S., Valencia-Salazar, G., Jewells, V., Maronpot, R. R., Henríquez-Roldán, C., Pérez-Guillé, B., Torres-Jardón, R., Herrit. L., Brooks, D., Osnaya-Brizuela, N., Monroy, M. E., González-Maciel, A. G., Reynoso-Robles, R., Villarreal-Calderon, R., Solt, A., C., Engle, R. W., (2008). Air pollution, cognitive deficits and brain abnormalities: A pilot study with children and dogs. *Brain and Cognition*, 68, 117-127.
81. Parker, S., Garry, M., Engle, R. W. Harper, D. N., & Clifasefi, S. L. (2008). Psychotropic placebos reduce the misinformation effect by increasing monitoring at test. *Memory*, 16, 410-419.
82. Shamosh, N.A., DeYoung, C.G., Green, A.E., Reis, D.L., Johnson, D.R., Conway, A.R.A., Engle, R.W., Braver, T.S., Gray, J.R. (2008). Individual differences in delay discounting relation to intelligence, working memory, and anterior prefrontal cortex. *Psychological Science*, 19, 904-911.
83. Unsworth, N., Redick, T.S., Heitz, R.P., Broadway, J.M., & Engle, R.W. (2009). Complex working memory span tasks and higher-order cognition: A latent-variable analysis of the relationship between processing and storage. *Memory*, 17, 635-654.
84. Engle, R. W. (2010). Role of working-memory capacity in cognitive control, *Current Anthropology*, Vol 51(s1), S17-S26.
85. Shipstead, Z., Redick, T. S., & Engle, R.W. (2010). Does working memory training generalize? *Psychologica Belgica*, 50, 245-276.
86. Broadway, J. M., & Engle, R. W. (2010). Validating running memory span: Measurement of working memory capacity and links with fluid intelligence. *Behavior Research Methods*, 42, 563-570.
87. Redick, T. S., Calvo, A., Gay, C. E., & Engle, R. W. (2011). Working memory capacity and go/no-go task performance: Selective effects of updating, maintenance, and inhibition. *Journal of Experimental Psychology: Learning, Memory, and Cognition*, 37, 308-324.
88. Broadway, J. M., & Engle, R. W. (2011). Lapsed attention to elapsed time? Individual differences in working memory capacity and temporal reproduction. *Acta Psychologica*, 137, 115-126.
89. Redick, T. S., & Engle, R. W. (2011). Integrating working memory capacity and context-processing views of cognitive control. *Quarterly Journal of Experimental Psychology*, 64, 1048-1055.
90. Calderón-Garcidueñas, L., Engle, R., Mora-Tiscareño, A., Styner, M., Gómez-Garza, G., Zhu, H., . . . D'Angiulli, A. (2011). Exposure to severe urban air pollution influences cognitive outcomes, brain

- Vol. and systemic inflammation in clinically healthy children. *Brain and Cognition*, 77(3), 345-355.  
Doi:10.1016/j.bandc.2011.09.006
91. Shipstead, Z., Hicks, K. L., & Engle, R. W. (2012). Cogmed working memory training: Does the evidence support the claims? *Journal of Applied Research in Memory and Cognition*, 1(3), 185-193.  
Doi:10.1016/j.jarmac.2012.06.003.
92. Shipstead, Z., Hicks, K. L., & Engle, R. W. (2012). Working memory training remains a work in progress. *Journal of Applied Research in Memory and Cognition*, 1(3), 217-219.  
Doi:10.1016/j.jarmac.2012.07.009.
93. Shipstead, Z., Redick, T. S., Hicks, K. L., & Engle, R. W. (2012). The scope and control of attention as separate aspects of working memory. *Memory*, 20(6), 608-628.  
Doi:10.1080/09658211.2012.691519.
94. Shipstead, Z., Redick, T. S., & Engle, R. W. (2012). Is working memory training effective? *Psychological Bulletin*. 138, 628-654. Doi: 10.1037/a0027473.
95. Shipstead, Z., Harrison, T. L., & Engle, R. W. (2012). Working memory capacity and visual attention: Top-down and bottom-up guidance. *Quarterly Journal of Experimental Psychology*, 65, 401-407.
96. Redick, T. S., Broadway, J. M., Meier, M. E., Kuriakose, P. S., Unsworth, N., Kane, M. J., & Engle, R. W. (2012). Measuring working memory capacity with automated complex span tasks. *European Journal of Psychological Assessment*, 28(3), 164-171. Doi:10.1027/1015-5759/a000123.
97. Lopez, N., Previc, F. H., Fischer, J., Heitz, R. P., & Engle, R. W. (2012). Effects of sleep deprivation on cognitive performance by United States Air Force pilots. *Journal of Applied Research in Memory and Cognition*, 1(1), 27-33. Doi:10.1016/j.jarmac.2011.10.002.
98. Minamoto, T., Osaka, M., Engle, R. W., & Osaka, N. (2012). Incidental encoding of goal irrelevant information is associated with insufficient engagement of the dorsal frontal cortex and the inferior parietal cortex. *Brain Research*, 1429, 82-97. Doi:10.1016/j.brainres.2011.10.034.
99. Redick, T.S., Unsworth, N., Kelly, A.J., & Engle, R.W. (in press). Faster, smarter? Working memory capacity and perceptual speed in relation to fluid intelligence. *Journal of Cognitive Psychology*.
100. Redick, T. S., Shipstead, Z., Harrison, T. L., Hicks, K. L., Fried, D. E., Hambrick, D. Z., . . . Engle, R. W. (2013). No evidence of intelligence improvement after working memory training: A randomized, placebo-controlled study. *Journal of Experimental Psychology: General*, 142(2), 359-379.  
Doi:10.1037/a0029082.
101. Shipstead, Z., & Engle, R. W. (2013). Interference within the focus of attention: Working memory tasks reflect more than temporary maintenance. *Journal of Experimental Psychology: Learning, Memory, and Cognition*, 39(1), 277-289. Doi:10.1037/a0028467.
102. Engle, R. W. (2013). Introduction to special issue on the teenage brain. *Current Directions in Psychological Science*, 22(2), 79. Doi:10.1177/0963721413482105.
103. Harrison, T. L., Shipstead, Z., Hicks, K. L., Hambrick, D. Z., Redick, T. S., & Engle, R. W. (2014). Working memory training may increase working memory capacity but not fluid intelligence. *Psychological Science*, 24(12), 2409-2419.
104. Shipstead, Z., Lindsey, D. R. B., Marshall, R. L., & Engle, R. W. (2014). The mechanisms of working memory capacity: Primary memory, secondary memory, and attention control. *Journal of Memory and Language*, 72, 116-141. Doi:10.1016/j.jml.2014.01.004.
105. Harrison, T. L., Shipstead, Z., & Engle, R. W. (2015). Why is working memory capacity related to matrix reasoning tasks? *Memory & Cognition*. Advance online publication.  
<http://dx.doi.org/10.3758/s13421-014-0473-3>.

106. Foster, J. L., Shipstead, Z., Harrison, T. L., Hicks, K. L., Redick, T. S., & Engle, R. W. (2015). Shortened complex span tasks can reliably measure working memory capacity. *Memory & Cognition*. Advance online publication. <http://dx.doi.org/10.3758/s13421-014-0461-7>.
107. McCabe, J. A., Redick, T. S., & Engle, R. W. (2016). Brain-training pessimism, but applied-memory optimism. *Psychological Science in the Public Interest*, 17(3), 187-191. Doi:10.1177/1529100616664716
108. Engle, R. W., & Zentall, T. R. (2016). Editors' introduction: Special issue on cognition in dogs. *Current Directions in Psychological Science*, 25(5), 299. Doi:10.1177/0963721416674194
109. Engle, R. W., & Hambrick, D. Z. (2016). Working memory in the wild: An introduction to the special issue. *Journal of Applied Research in Memory and Cognition*, 5(4), 359. Doi:10.1016/j.jarmac.2016.12.001
110. Hicks, K. L., Foster, J. L., & Engle, R. W. (2016). Measuring working memory capacity on the web with the online working memory lab (the OWL). *Journal of Applied Research in Memory and Cognition*, 5(4), 478-489. Doi:10.1016/j.jarmac.2016.07.010
111. Draheim, C., Hicks, K. L., & Engle, R. W. (2016). Combining reaction time and accuracy: The relationship between working memory capacity and task switching as a case example. *Perspectives on Psychological Science*, 11(1), 133-155. Doi:10.1177/1745691615596990
112. Shipstead, Z., Harrison, T. L., & Engle, R. W. (2016). Working memory capacity and fluid intelligence: Maintenance and disengagement. *Perspectives on Psychological Science*, 11(6), 771-799. Doi:10.1177/1745691616650647
113. Tsukahara, J. S., Harrison, T. L., & Engle, R. W. (2016). The relationship between baseline pupil size and intelligence. *Cognitive Psychology*, 91, 109-123. Doi:10.1016/j.cogpsych.2016.10.001
114. Redick, T. S., Shipstead, Z., Meier, M. E., Montroy, J. J., Hicks, K. L., Unsworth, N., Engle, R. W. (2016). Cognitive predictors of a common multitasking ability: Contributions from working memory, attention control, and fluid intelligence. *Journal of Experimental Psychology: General*, 145(11), 1473-1492. Doi:10.1037/xge0000219.
115. Foster, J. L., Harrison, T. L., Hicks, K. L., Draheim, C., Redick, T. S., & Engle, R. W. (2017). Do the Effects of Working Memory Training Depend on Baseline Ability Level? *Journal of Experimental Psychology: Learning, Memory, and Cognition*. Advance online publication. Doi:10.1037/xlm0000426.
116. Draheim, C., Harrison, T. L., Embretson, S. E., & Engle, R. W. (2017). What Item Response Theory Can Tell Us About the Complex Span Tasks. *Psychological Assessment*. Advance online publication. Doi:10.1037/pas0000444.
117. Engle, R. W. (2018). Working memory and executive attention: A revisit. *Perspectives on Psychological Science*, 13(2), 190-193. <http://dx.doi.org/10.1177/1745691617720478>.
118. Redick, T.S., Wiemers, E.A. & Engle, R.W. (2019). The role of proactive interference in working memory training and transfer. *Psychological Research*. <https://doi.org/10.1007/s00426-019-01172>.

### Other Publications and Created Products

Citation count as of 4/16/19: 43,545,223 (h=77) – Google Scholar at

<https://scholar.google.com/citations?user=irWRYqcAAAAJ&hl=en&oi=ao>

All papers and chapters available for download at

<http://psychology.gatech.edu/renglelab/Publications.htm>

## Dissertations Directed

1. Formal operation problem solving as a function of sex, interest and record keeping. Barbara W. S. Poteat, 1977.
2. Teaching awareness of strategic behavior in combination with strategy training: Effects on children's memory performance. Jack J. Kramer, 1979.
3. Hemispheric lateralization of phonetic processes vs. mnemonic load as the primary determinant of the ear symmetry in normal and dyslexic children. E. Selman Watson, 1980.
4. Automatic and attentional activation in semantic and episodic memory: Implications for the utility of conscious awareness. David A. Balota, 1981.
5. Case-structure patterns of verbs and judgement of sentence topic. Vance Truesdale, 1981 (Department of English, Program in Linguistics).
6. The effect of mnemonic instructions on intentional and incidental remembering in children. Malcolm B. Dick, 1984.
7. Do individual differences in working memory capacity predict higher level cognitive abilities. Marilyn L. Turner, 1987.
8. Testing a new theory of the psychological refractory period. B.J. Casey, 1990.
9. Working memory capacity as long-term memory activation. Judy Cantor, 1992.
10. Primacy effects in impression formation: The role of working memory capacity. Paula Skedsvold, 1993.
11. Cognitive processing occurring in the response period of recall tasks: Subvocal rehearsal or memory search? Linda LaPointe, 1995.
12. Individual differences in working memory capacity and resistance to interference in a paired-associate task. Virginia M. Rosen, 1996.
13. An investigation of selective attention: A test of the episodic retrieval theory of negative priming. Andrew R. A. Conway, 1996.
14. Effects of domain knowledge, working memory capacity and age on cognitive performance. David Z. Hambrick, 2000.
15. Working Memory Capacity as Controlled Attention: Implications for Visual Selective Attention. M. Kathryn Bleckley, 2000.
16. Control, Automaticity, and Working Memory: A Dual-Process Analysis, Karen Daniels, 2002
17. Working Memory Capacity and Pitch Discrimination, Tabitha Payne, 2003
18. Individual Differences in Complex Memory Span and Episodic Retrieval: Examining the Dynamics of Delayed and Continuous Distractor Free Recall, Nash Unsworth, 2006.
19. Neural Correlates of Speed-Accuracy Tradeoff: An Electrophysiological Analysis, Richard Heitz, 2007.
20. Individual Differences in Working Memory Capacity and the Distinction between Proactive and Reactive Control, Thomas Redick, 2009.
21. The Mechanisms of Working Memory Capacity: Maintenance, Retrieval, and Attention Control, Zach Shipstead, 2011.
22. N-back as a measure of working memory capacity, Tyler Harrison, 2017.
23. Individual Differences in Prospective Memory Performance: A Micro and Macro-Analytic Investigation of Intention Execution, and Ongoing Task Cost, Jessie Martin, 2018.

**E. Grants**

1.	Modality effects in short-term memory. Productive scholarship grant. 1 year.	\$640
2.	Research in auditory sensory memory in children. National Institute of Child Health and Human Development. 3 years.	\$49,000
3.	Research on memory strategies in normal retardates. Biomedical Research Grant. 1 year	\$2,840
4.	Modality effects in deaf subjects. Biomedical Research Grant. 1 year.	\$4,500
5.	Auditory sensory memory. Productive Scholarship grant. 1 year.	\$850
6.	Training cognitive strategies in children. National Institute of Child Health and Human Development. 2 years	\$73,000
7.	The role of echoic memory in reading disability. Biomedical Research Grant. 1 year.	\$6,500
8.	Working memory capacity: An individual differences approach. Air Force Office of Scientific Research. 2 years.	\$150,000
9.	Is dyslexia a language based problem? Biomedical Research Grant. 1 years.	\$6,000
10.	Adult illiteracy. Cutting Edge Grant. 2 years.	\$77,000
11.	Individual differences in working memory. National Institute of Child Health and Human Development. 4 years.	\$403,150
12.	Retrieval and storage consequences of working memory limitations. Air Force Office of Scientific Research. 3 years.	\$228,039
13.	Retrieval and storage consequences of working memory limitations. Air Force Office of Scientific Research AASERT Grant. 2 years.	\$102,524
14.	Working memory, controlled attention and task switching. Air Force Office of Scientific Research. 3 years.	\$394,960
15.	Augmentation of working memory, controlled attention and task switching. Air Force Office of Scientific Research AASERT Grant. 3 years.	\$125,000
16.	Working memory and focused and sustained attention. Air Force Office of Scientific Research. Jan 1, 2000-December 31, 2002	\$644,685
17.	Working memory capacity and interference. (TransCoop grant with Dr. Klaus Oberauer). Alexander von Humboldt Foundation, Jan 1, 2001-Dec 31, 2001	\$15,751
18.	Working memory capacity and control of attention, Air Force Office of Scientific Research, Feb 1, 2003-Jan 1, 2004	\$62,000
19.	Understanding the role of working memory capacity in complex task performance to improve sailor and marine selection, classification, and training. Office of Naval Research, 2009-2012	\$900,000
20.	Aptitude for Analysis. Center for Applied Study of Linguistics, Un. Of MD. 2012-2013.	\$335,934

21.	The Unitary versus Non-Unitary Nature of Executive Function. Center for Applied Study of Linguistics, Un. Of MD. 2012-2013.	\$369,178
22.	Understanding the Role of Working Memory Capacity in Complex Task Performance. Office of Naval Research, 2009-2012	\$899,822
23.	Development of a Web-based Test Battery for Seal Profile Development. Office of Naval Research, 2012-2013	\$254,649
24.	Benefits of Working Memory Training. Office of Naval Research, 2012-2015.	\$1,700,000
25.	The Physiological Underpinnings of Working Memory Capacity: The Role of the Locus Coeruleus. ONR DURIP GRANT, for equipment.	\$713,356
26.	Benefits of working memory training – Renewal. Office of Naval Research, 2015-2018.	\$999,997
27.	Evaluating the potential for cognitive enhancement in Task Based Language Teaching, DARPA, 08/01/17 - 02/28/2018	\$366,295
28.	Addition of Measures of Attention Control in predictive validity of the ASVAB – expansion of existing ONR grant	\$176,999
	Total	\$9,062,669

## **V. Professional Organizations**

APA (Fellow of Division 3), APS (Fellow), Psychonomic Society (elected chair of the Governing Board), Midwestern Psychological Association, Sigma Xi (Chapter President 1985-1986), Society of Experimental Psychology (limited membership honor society), Memory Disorders Research Society (limited membership honor society), American Association for Advancement of Science (Fellow), American Academy of Arts and Sciences (Fellow).

## **VI. Professional Service**

Editorial Board for American Journal of Mental Deficiency 1980-1982.

Editorial Board, Intelligence, 1993-1999.

Editorial Board, Journal of Experimental Psychology: Learning, Memory and Cognition, 1994-1999.

Editorial Board, Memory & Cognition, 1997-1999.

Editorial Board, Behavioral Neuroscience Reviews, 2002-2007.

Editorial Board, Journal of Applied Research in Memory and Cognition, 2012-present.

Editor, Current Directions in Psychological Science, 2009-present.

Program Committee, American Psychological Society, 1997-1999 meetings.

Program Chair, American Psychological Society, 2000 and 2001 meetings.

Research Advisory Board, Department of Defense Polygraph Institute, 1999-2008.

Board member, Council of Graduate Departments of Psychology

Chair of the Governing Board, Council of Graduate Departments of Psychology

Executive Committee, APA Division 3.

President, APA Division 3

Governing Board, Psychonomic Society

Chair, Governing Board, Psychonomic Society

APA Council of Representatives (Div 3)

## Rick Gaston

### References/Recommendations:

*Please notify me before reaching out to references so I can inform them to expect a contact.*

**Michael Yudanin** (Director/Project Management Executive at Conflair, Inc.) – [REDACTED]

- Michael and I worked together on Visual Management Projects for 5 years.

“Rick is one of the best quality management professionals I have ever encountered. Following-through, attentive to details, knowledgeable, problem solver, reliable - and great to work with. It was my great pleasure to work with Rick for more than five years.”

**Thomas Ruff** (Business Development Specialist at Miura America Co., LTD.) – [REDACTED]

- Thomas and I work together currently at Miura America Co., LTD.

“Rick is a college of mine and has the rare ability to actually see things from a 360 degree view.”

**Tim Moon** (Engineering Manager at Leuco Tool Corporation) – [REDACTED]

- Tim and I worked together for 7 years at Leuco Tool and have known each other for over a decade.

*Call for reference.*

**Justin Harris** (Carbide Tooling Department Lead at Leuco Tool) – [REDACTED]

- Justin and I worked together for over 10 years at Leuco Tool.

*Call for reference.*

**Chad Bell** (Maintenance Department Lead at Leuco Tool) – [REDACTED]

- Chad and I worked together for over 10 years at Leuco Tool.

*Call for reference.*

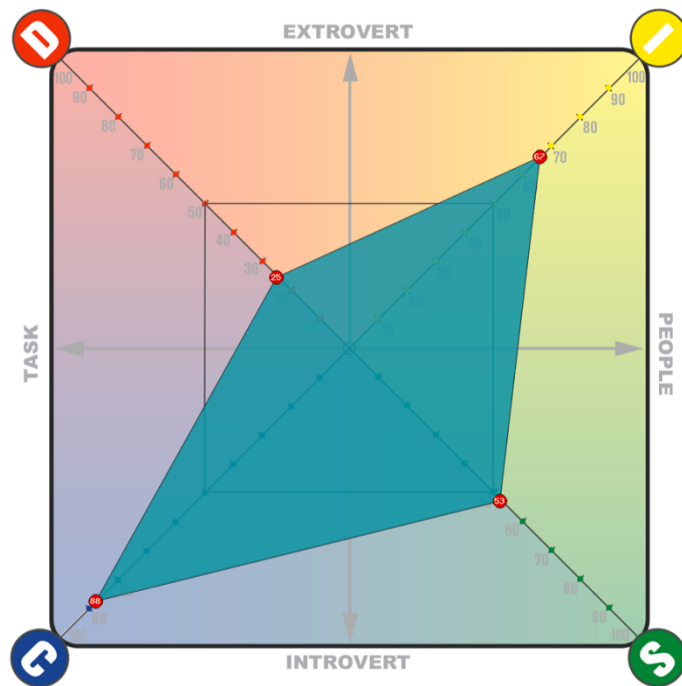
### About:

I thoroughly enjoy being in the manufacturing industry and am very passionate about leadership. I have always had an affinity for math and science. When something needs to get done, especially if no one has done it before, that is when I am the most useful to the companies and people I serve.

My personal mission in all areas of life is to use my abilities in abstract thought, problem solving, and leadership to provide creative and analytical support and development to the people in my life. I will always look for ways to build people up, improve processes, and maximize capital to achieve goals and find win/win solutions.



**Skills/Talent:**  
DISC Insights



– “Brings an appropriate balance between logic and emotion when communicating and motivating others on the team. Decisions are made by gathering facts and considering the needs of the people involved. Shows a special characteristic of being able to help others on the team to visualize the activities necessary to lead to success in a complex project or design. When the organizational urgency gets high, works with the team to restore comfort and also get the urgent project done successfully.”

Briggs-Myers  
ESTJ-A (Executive)

In my past roles, I have always worked with other departments and employees with an eye on maintaining positive relationships. For example, as Quality Control Manager, I worked on my Leadership skills to influence 60 people, who worked at six different locations and had roles ranging from warehouse duties, engineering, and sales, in committing to following a set ISO 9001 system. I did not have the authority to fire, hire, or send home anyone who disagreed. I quickly learned how to work with people to achieve win-win solutions so that they were happy, and they understood why they had to do some things that did not make them happy, but were willing to do them anyway for the organization. In short, we had to develop an atmosphere of positive conflict and professionalism. I believe that this skill is by far my most valuable one for businesses everywhere, and, since I have not seen it replicated very successfully elsewhere, it is probably my most rare skill.

Here is a short list of other valuable skills I have:

- Problem Solving & Critical Thinking
- DMAIC and Lean Oriented Projects
- Leading Management Meetings and Presentations
- Engaging Customers and Sales to resolve problems
- ISO 9001:2008 Managing, Planning, and Auditing for customers, suppliers, and internal
- Engineering Design, Drafting, and Programming (CAD & CAM)
- Managing Special Projects

- Managing and Improving Quality Systems
- Working with and Developing Shop Operators
- Conflict Resolution between Departments
- Written and Oral Technical Communication

I should also add that being proactive is not a tactic for me, but a way of life. Who has time to wait... customers don't.

### **Experience:**

**Applications Engineer (Sales Support)** at Miura America Co. – November 26, 2018 to present  
Reports to Engineering Manager/Sales Support Manager.

- Product knowledge, product evangelism, and sales support are the key functions in this role.
- Review new purchase orders for accuracy, correct application selection, and ability to meet Miura company goals.
- Answer engineering questions from Sales regional managers and reps; providing drawings while protecting confidential company information.
- Act as the sole connection between sales and engineering functions. Ensure that sales is acting in accordance with company goals and policies.
- Training and support of the sales managers, reps, and distributors for the product line and company goals.
- Visit customer sites to perform In-Service Efficiency studies by setting up equipment and data loggers on customer equipment.
- Perform steam, burner, combustion, and efficiency calculations in support of Miura's higher efficiency product line.
- Any other functions related to sales questions that are not already available in the form of released documentation.
- Participate in division manager meetings, engineering review meetings, software implementation meetings, customer training, and sales training.

**Sales Engineer** at Kearney Machinery and Supply, Inc. – Dec. 14, 2017 to November 23, 2018  
Reports to Sales Manager.

- Responsible for all sales development and customer relationships in the state of Georgia.
- Primary point of contact for 130 existing customers and 820 prospects. Total accounts in SF: 1650. For the first few months (thru August 2018), I had sales totaling \$919,900 and have over \$6,000,000 in my pipeline, all generated since I started. Additionally, I have another \$1,445,000 in corporate split commissions to manage and work through install and startup. Moved a new \$650,000+ project through all stages up until signed contract before leaving the company to join Miura. Estimated sales for 2018 between \$2,000,000 and \$2,500,000 (I left in November).

**Inside Technical Support for Aerospace** at Leuco Tool – Nov. 1, 2016 to Dec. 13, 2017  
Reported directly to CEO.

- Promoted to Inside Technical Support – Aerospace in 2016 to develop and facilitate the Aerospace product lines, vendor support, supply chain, and any other needed activities. Covers all activities from order entry to delivery shipping.

- Managed ISO 9001:2008 system, Internal Audits, CAR's/PAR's, continuous improvement, etc.

### **Quality Control Manager** at Leuco Tool – August 2012 to October 2016

Reported directly to Production Manager.

- Promoted to Quality Control Manager in fall of 2012 after 5 years in Engineering.
- Worked with a team to implement ERP and visual management systems.
- Completed variably sized Lean and Six Sigma projects.
- Managed ISO 9001:2008 system, Internal Audits, CAR's/PAR's, continuous improvement, etc.
- Conducted ISO 9001 audits at 7 facilities across North America.
- Implemented Visual Management System that combined new manufacturing and service functions across shared equipment. This was a five-year project that integrated our service entry, new tool entry, and SAP system. Each department was given a priority dashboard, machine utilization dashboard, and capacity planning dashboard. The system is run in real-time, with multiple users making changes hourly. SQL back-end with web-based user interface and file drop support to retrieve information from SAP.
- Implemented forecasting of inventory in SAP system. This required logistics analysis and evaluation of vendor delivery times to set up forecast periods, safety stocks, and various other considerations.

### **Tool Design Engineer** at Leuco Tool – April 2007 to August 2012

Reported to Design Engineering Lead.

- Started part time in May 2007 in the Engineering Department (during college).
- Hired on full time in January of 2008 after graduating college.
- CAD, CAM, Drafting, documentation, engineering software installations/updates.
- Completed R&D projects and special manufacturing projects.

### **Education/Certifications:**

#### ***College***

Southern Polytechnic State University (now KSU)

B.S. in Mechanical Engineering Technology- December 2007

Various Dean's Lists and Hope Scholarship throughout college

Classes included:

- Advanced Engineering Materials (Composites)
- Tool Design
- Machine Design II

#### ***Certifications***

Financial Coach Master Training, Ramsey Solutions 2018

Lean Six Sigma Black Belt Certification, Emory University

- Aerospace Tooling Project completed 2013

Lean Six Sigma Green Belt Certification, Southern Polytechnic State University, 2012

ISO 9001:2008 Internal Auditor Two Day Training, Whittington and Associates, 2012

### ***Personal Development***

Live2Lead Conference, John Maxwell  
Entreleadership 1 Day, Dave Ramsey  
Get Your Employees to Act like Owners  
Crack the Communications Code  
5 Easy Strategies for Hiring Better Employees  
4 Keys to Designing Compensation Plans that Work  
The Art of Leading with Goals

### **Activities:**

I enjoy the outdoors with my wife, five-year-old daughter, and almost one-year-old daughter. I am involved in a wide variety of hobbies and volunteer positions. I play music and teach at Discovery Church in Villa Rica. I recently began volunteering at the Carroll County College & Career Academy on the engineering advisory board. I am a Financial Coach and am always ready to help people with career and life coaching. I play bass guitar with a band occasionally at local shows. I restore old cars as time permits at home. In whatever free time I have left, I find something new to learn and occasionally dabble in writing.

**ROBERT K. FRICTON**  
██████████  
**Alpharetta, Georgia 30004**

██████████ (H)  
██████████ (C)  
**E-mail:** ██████████

**LINKEDIN:** [https://www.linkedin.com/in/robin-fricton-a5827340?trk=nav\\_responsive\\_tab\\_profile](https://www.linkedin.com/in/robin-fricton-a5827340?trk=nav_responsive_tab_profile)

### **SUMMARY**

**Project Manager/Business Analyst/Cost Accounting Manager for projects ranging in cost from \$10,000 to over \$1,000,000. Technical hardware/software support for personal computer systems. Advance expertise in spreadsheets, word processing, presentations, and database use and training.**

### **PROFESSIONAL EXPERIENCE**

**Retirement**  
**10/16-Present**

**5/17-Present**

**Milton Greenspace Advisory Committee- Secretary**

The Milton Greenspace Advisory Committee (MGAC) is dedicated to retaining Milton's rural character through land conservation efforts. In an effort to address citizens' desires to protect some land from development, the City of Milton proposed \$25 million in bonds during the November 2016 general election as part of the local Greenspace Bond Referendum, which was overwhelmingly passed by citizens. The bonds will be used to acquire land for parks, trails and greenspace including conservation land, wildlife habitat and natural areas. The MGAC plays a lead role in implementing the Greenspace Bond.

**Chess Instructor/Coordinator**

**Milton Library- 1/17-12/18**

**Alpharetta Adult Activity Center- 3/17-Present**

Provide Chess instruction to adults and coordinate Chess games among all skill levels.

**Lockheed Martin (Aeronautics Division)**

**Sys Integration Business Analyst Staff**

**Applications Analysts Staff**

**Applications Analysts Senior**

**9/2004- 9/2016**

**Application Analyst/Business Analyst/Project Manager/CAM**

During this time concentrated on the responsibilities as the 3 site Aero IT Applications Analyst, Business Analysts, CAM, and Project Manager for the Environmental, Safety, & Health (ESH) organization and projects related to HR Voice. Worked and supported various ESH and HR IT projects, O&M and minor mods/investments such as the 3 site HR Voice Absentee Call in System upgrades, numerous environmental IT projects involving everything from a multi-million dollar Total Chemical Management system to air compliance applications such as opsAir and PEMS/RTO. I've been heavily involved in Aero's IPMO programs, Disaster Recovery and Application Portfolio. I've created requirements for various projects using Caliber and Quality Center for testing of the requirements. Created budgets in Planning and Project tracking system. Requested discussed budgets from senior management team over the years. I also participated in the Aeronautics monthly Dashboard project meetings providing updates on projects, and budget/EV reports. Budgets for projects ranged from \$50,000 to \$1,000,000 per year and managed teams of 1-8 personnel consisting of programmers, database engineers, and technical leads. I also worked with various vendors during this time dealing with modifications on current applications to creation of new applications.

**PC/Client Service Analyst Senior**

**9/00-9/2004**

Had the responsibility as the Marietta, IS&T Site Lead for Company Ops, Process Integrity, Program Mgmt, HR & Staff Functions, I worked with the various Marietta functional site leads from HR, Facilities, ESH, Security, and others in coordinating the various IS&T budgets, projects, and planning in their areas. Developed and supervised various programming team leads, programmers, and project managers. Was a team member in the startup and installation of the Data Collection and Access

Control systems, I have worked with various teams to implement human resource (LMPeople), labor recording (STARS), and Onboarding systems. During union negotiations every 3 years and work stoppages I worked on the Critical Skills assignment team administering the work assignment database. I developed the first interactive Critical Skills survey and reports allowing executive management to assign salaried personnel to hourly positions during work stoppages based on their past training and skills. I have provided computer support throughout HR, Admin Services, and ESH, provide reports and analysis from numerous mainframe/pc databases using Excel & Access. In 2003 received Lockheed Martin STAR award for work performed on Onboarding Center.

### **HR Six Sigma Project Mgr/HR Rep**

**8/97-9/00**

During this time, I was designated as a Six Sigma Project Manager but due to the department manager transferring, I assumed his IS budgeting and planning responsibilities plus continued as network administrator for a number of Novell networks and pc coordinator. As a Six Sigma Manager, I led project teams on a number of new HR automation systems that saved the company millions. During union contract negotiations I developed an Access database that assigned salary personnel to hourly jobs based on their skills obtained from legacy skills databases and data from online surveys. I also worked with the ERP/SAP and Warehouse teams over 3 years. I also handled all unemployment hearings working with management and Generalists investigating claims and hearings and was the Vending Machine and Food Service Coordinator for the Marietta Aeronautics site for over a year while performing my various IS&T responsibilities.

### **HR Rep- Network Administrator/PC Coordinator**

**6/95-8/97**

Provided hardware, software, and network support to the HR branch. Installed Novell 3.0/4.0 network for HR branch, setup HR Novell users, performed tape backups, and administered applications from server. Coordinated, refresh of computers & printers, and ordered all pc related software and hardware. Represented HR on various computer committees. Provided Excel & Access support as needed. Supported FoxPro training system through programming and report changes. Took over project manager responsibilities for HR Voice systems which handled employment verifications, upgrade requests, benefit registration, and relaying of various HR questions.

### **HR Rep- Computer Instructor/Coordinator**

**9/91-6/95**

Provided pc and mainframe application training in Excel, Lotus, Access, dBase, FoxPro, Word, WordPerfect, PowerPoint, and Freelance. Became company expert in these software products. Initiated the computer training group from pc writers to full time pc instructors through introduction of purchased customized training materials from outside source. Instrumental in upgrading 3 training room computers from original IBM pcs to current Pentium computers, expanding rooms, and developing first network in HR. Worked with IS group in introducing new software and acted as internal consultant to HR concerning pcs. Restarted After-hours computer training seminars and provided the majority of the seminars. Became project manager for support and upgrade of HR's FoxPro training system.

### **Education:**

**Georgia Institute of Technology**  
**BS, Behavioral Management**

### **Outside Activities:**

From 2003-2005 I was the President of the North George College & University Parent's Association for over 2 years and a Council Member 3 years prior to the Presidency. This organization had over 300 members and provided services and funds to various University organizations in support of the students. In 2004, our organization won the Golden Steeple award from the college alumni association for outstanding service to the University.

From 1995-2002 I coordinated and taught the majority of the after hours instruction in Microsoft Office products at Marietta Aeronautics site. From 2003-2006 I coordinated the After-Hours LMLA computer training programs and received the LMLA Member of the year award for 2003.

### CAREER SUMMARY

A “complete package” experienced strategic/tactical Sales/Project Management professional managing key accounts or a team. Successful experience includes Sales and Operations Management, P/L responsibility, marketing, territory management, training, event coordination, and executive presentations. (Channel Partner management is a strength) Client base has consisted of commercial, government (DOD), telecommunications, utility, industrial, O.E.M., distribution and B2B with products or services. You will find me an enthusiastic confident self-motivated and detail oriented professional that “gets the job done.” In addition, later in my career I have utilized my sales experience expertise for use as a Private Investigator and Law Enforcement CID.

### SPECIFIC EXPERTISE

- ◆ **BUILDING LONG LASTING RELATIONSHIPS**
  - ◆ LARGE SCALE PROJECT NEGOTIATIONS/MANAGEMENT
  - ◆ ADEPT AT LEARNING NEW TECHNOLOGIES
  - ◆ STRATEGIC PLANNING
  - ◆ TECHNICAL SPEAKING SKILLS
  - ◆ “SOLUTIONS-SELLER” APPROACH
  - ◆ EXCELLENT MENTORING SKILLS
- 

### PROFESSIONAL EXPERIENCE

**DIAL Services, Inc.: Chief Investigator** - March 2016 – November 2018 (Moved to Dawsonville & Semi-Retired) Still active.  
Lead Investigator, Investigations including Courtroom testimony.

**Snellville Police Officer:** Snellville, GA. September, 2014 – March 2016  
Certified Police Officer assisting with Uniformed and CID divisions.

**Cintel:** Peachtree City GA. – September 2014 to November 2015  
Premier technology provider SaaS. (LPR)  
**Regional Sales Manager** to Law enforcement and Enterprise Accounts with software and hardware security/surveillance solutions.

**Dekalb County Police Department:** Decatur, GA. November 2013 - June, 2014.  
Police Academy (28 week Extended Basic) then Police Officer

**C R Consulting, LLC** – Blairsville, GA. March, 2013 - -September 2013 (Name changed due to a Partner leaving)  
A Partner in a start-up Biotech firm with one Patent and three additional potential “Trade Secret” agreements/discoveries to aid in Animal & Human health with additionally a trade secret to assist in Lumber/wood properties.

**Kustom Signals, Inc.** - Lenexa, KS. March 2011 – March 2013  
Public Safety sales to law enforcement agencies and Channel partners.  
**Regional Sales Manager:** Territory included the entire S.E. & the Atlantic coast. Largest single Gross Sales Region in Company  
**Top Sales performer 2012 - Succeeded in market penetration beyond expectations!**

**G.P.S.T.C.** – Athens, GA. – January 2011 – March 2011 (Maintained my position at C & R Biotek)  
Georgia Police Academy Recruit. Voluntary resignation to accept position at Kustom Signals.

**C & R Biotek, LLC** – Blairsville, GA. June 2008 – March 2011  
A Partner in a start-up Biotech firm with one Patent and three additional potential “Trade Secret” agreements/discoveries to aid in Animal & Human health with additionally a trade secret to assist in Lumber/wood properties.

**Herman Electronics – Miami, FL.** May 2003 – January 2008  
A wholesale audio-visual hardware & equipment distributor primarily allied to the broadcast industry.  
**S.E. Director of Sales:** Responsibility included all major network/cable broadcast companies in Georgia, Alabama, the Carolina’s and Tennessee including the integrators that support them.  
Salvaged A T & T and The Weather Channel as major accounts.

**Universal Solutions, Inc. – Aurora, Co.** May 2002 to April 2003

Telecommunications services provider of Engineering, Furnish and Installation. (E F & I)

**Director of Business Development:** Corporate responsibility for initial contact and then revenue growth into targeted eastern-based headquartered companies, then complete maintenance responsibility thereafter. Spear-headed company-wide national sales teams in this effort

Ron Smith Resume Page 2

**Orius Corp/LISN – Amherst. OH** October 2000 to May 2002

Telecommunications services provider of Engineering, Furnish and Installation. (E F & I)

**Director of Business Development:** (A T & T / A T & T Wireless / BellSouth / Siemens including ten others)

National/International ownership responsibility for all customer sales and operational relations oriented functions including management of all company personnel for coordination of these efforts.

Nurtured an annual account management base portfolio to \$17 Million from \$7 Million in less than 18 months.

Team leader for designing and then negotiating an automatically renewable telecommunications contract award worth tens of millions over the course of only 2 years.

PRIOR MAJOR ACCOMPLISHMENTS

\*1995 Designed, out-sourced fabrication, and then sold a fiber optic connector cleaning assembly kit that was coupled with every connector used by (then) A T & T worldwide or their customers. Average sales rate of 4,000 units monthly. My entire cost was negotiated down to \$1.75 each, sale price was \$5.50

\*1985 Self-taught, and then wrote a "Fiber-Optic Training Manual" to give hands-on presentation training seminars as part of a team to such distinguished Department of Defense audiences as; Martin-Marietta, E.G. & G. Ortec, Boeing Military Services, Simons-Eastern, Marshal Space Flight Center (NASA).

\*1991 Designed, specified then negotiated the deal for a grass roots construction project that captured a single sale (Electrical only) in excess of \$7.5 Million. In addition this program was originated with a project management maintenance agreement which continuously nets on average an additional \$3–\$5M annually. The main product category supplied on the project was introductory to the United States. Project sale included complete (PLC) automation control system. (A/B)

1991 Initiated contact, then sold 97% of all telecommunications cable requirements to Delta Air Lines.

\*Hired, trained and then managed the sales team responsible for achieving a new high in corporate sales revenue volume for two consecutive fiscal year periods.

2000 Created a GPS-based search methods for peak effectiveness for Search & Rescue teams. (Participated in 18 search/rescues to-date)

---

EDUCATION

Attended North Carolina State University, Emory & Georgia State University – Non Degree Extracurricular Science classes

MILITARY

United States Marine Corps – Honorable Discharge – June 1974

---

HOBBIES

FAMILY, Camping, Outdoors, MUSIC (Writing, Playing, Producing) Renovating my Home/ Prior volunteer for Search & Rescue Teams in north Georgia.



# Russell Austin Holland

[REDACTED], Atlanta, GA 30342  
[REDACTED] • [REDACTED]

## SUMMARY

Experienced, driven, and dedicated deal-making professional with a passion and desire to lead and coach a team to accomplish a company's development objectives. I excel in building relationships and finding ways to get things done. I rely heavily on creativity, a high energy level, and an intense focus to create value throughout the development process. My goal is to leverage my experience and skill set to grow into a senior level executive role with a vibrant organization.

## EDUCATION

**The University of Georgia - Athens, GA.** *August 2003-May 2007*  
Bachelor of Business Administration, Terry College of Business  
Major: Economics

## PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS

### **Waffle House, Inc.,** *Vice President of Real Estate, May 2016-Present*

- Lead of a group of both highly seasoned and relatively inexperienced real estate representatives to meet the company's growth objectives
- Closed over 150 deals in a 3 year period
- Refined internal approval processes by introducing technology that both expedited the review process and included additional stakeholders
- Increased the number of deals not requiring re-approval due to budgetary overages by 400%
- Host quarterly training modules for the real estate representative that aim to maximize their understanding of topics related to the development process
- Distribute weekly reports to senior level management that show where each deal is in the acquisition process.
- Track at least 50 construction packages annually to ensure that stores are built in a timely manner
- Track 50-60 contracts per week to ensure that deadlines are being met
- Review real estate representative planners each week to ensure that the right deals are being worked
- Coordinate more than 20 trips per year with real estate representatives to pre-flight focal points, review sites working, and identify future growth opportunities

### **Waffle House, Inc.,** *Real Estate Representative, July 2009-April 2016*

- Responsible for company and franchise site selection and acquisition in Alabama, Florida, Oklahoma, Texas, and Virginia
- Develop growth strategies aimed at maximizing sales and minimizing cannibalization by evaluating market saturation and coverage voids
- Meet with land owners, issue letters of intent, negotiate land prices and customize purchase and lease agreements for each site
- Assimilate demographic data, conduct market research, work with senior operations management and utilize regression analysis to accurately forecast sales
- Design and draft site layouts based on local ordinances and development regulations
- Examine title reports, review legal documents, and draft memorandums that effectively relay legal implications to in-house counsel
- Present in-depth site analysis including sales forecasts, cost projections and other pertinent information with recommendations needed by upper management to approve deals
- Actively negotiate with local and state governmental agencies to influence outcomes and resolve development issues
- Manage budgeting processes to ensure cost containment and economic viability according to established protocols
- Communicate and coordinate with franchise and company operators to achieve timely and orderly new unit openings
- Organize and publish weekly planners that keep upper management apprised of pipeline status so that growth goals are accomplished

	<ul style="list-style-type: none"> <li>• Earned “Pacesetter Award” for being the top performing Real Estate Representative in both 2011 and 2012 by closing 17 deals over a 2 year period</li> <li>• Set department record by closing 10 deals for 2 consecutive fiscal years</li> <li>• Received “Toughest Deal Award” for FY 2011 and FY 2012</li> <li>• Selected as an Officer and Vice President of Waffle House, Inc. in March 2014 by the Board of Directors</li> <li>• Set record for most deals closed in a fiscal year at 15</li> </ul> <p><b>Waffle House, Inc., Junior Real Estate Representative, June 2007-July 2009</b></p> <ul style="list-style-type: none"> <li>• Assisted senior real estate representative with identifying over 200 new locations for Waffle House restaurants in the greater metro Atlanta area and southeast Georgia</li> <li>• Received “Toughest Deal Award” for FY 2010</li> <li>• Closed 12 deals and opened 12 stores in a 25 month period that contribute over \$7 Million in annual sales</li> </ul>
<p style="text-align: center;"><b>COMMUNITY INVOLVEMENT AND SERVICE</b></p>	<p><b>Leadership Gwinnett – Lawrenceville, GA, August 2014-May 2015</b></p> <ul style="list-style-type: none"> <li>• Nominated and selected into a highly competitive 40 person leadership program sponsored through the Gwinnett County Chamber of Commerce designed to “Equip, Educate, and Engage” future leaders of Gwinnett County and the Atlanta metro area through the use of Learning Days, Study Groups, and Community Projects</li> </ul> <p><b>Roswell at Wieuca Condominium Association – Atlanta, GA, April 2010-August 2018</b></p> <ul style="list-style-type: none"> <li>• Elected as President of the Board of Directors in May 2012</li> <li>• Manage a community of 74 units with an annual budget of \$370,000</li> </ul> <p><b>Buckhead Church – Atlanta, GA, June 2008-Present</b></p> <ul style="list-style-type: none"> <li>• Volunteered for the Guest Services Team which is responsible for welcoming new attendees to the church, answering questions about upcoming events, and facilitating a comfortable environment</li> <li>• Currently lead a newlywed couple’s community group that meets 3 times per month.</li> </ul>

# Seth Kolodny

---

## **Career Objective**

To make Georgia great again.

## **Projects & Experience**

- Cisco Networking Academy Graduate
- Zendesk Ticketing System
- Help Desk Technician
- Antivirus Installation
- Setting up iPhone and Android phones with Office 365 and Google G-Suite
- Apache Open Office, Libre Open Office, Microsoft Visio/Word/Excel
- Manual WordPress Installation Using Linux, Apache, MYSQL, PHP on Ubuntu
- Apache Virtual Hosts configuration
- Ubuntu Server Updates & Maintenance via SSH console
- Digital Ocean Virtual Machine Configurations
- Implemented HTTPS Using Let's Encrypt on Ubuntu
- SEO Squarespace Integration
- Cloudflare DNS Modifications
- Oracle VirtualBox
- Smart Device Network Integration
- Help Desk Technician (currently)
- Teacher (2006 - 2016)

## **Education**

Savannah Technical College

*A.A.S. Cisco Networking Specialist Degree (Honors)*

Georgia Southern University

*Bachelor of Science & Master of Education*

## **Awards/Membership(s)**

PC Repair & Network Technician Certificate

Phi Theta Kappa Honor Society Membership

Reading Endorsement Certification

Gifted Teacher Certification

Recognition for American Cancer Society's Relay For Life Team Captain

NRA Member (Until Expiration)

**References available upon request.**

---

## SHANNON PAINTER

Cell: [REDACTED] : [REDACTED]

### Professional Profile

---

Skilled manager and leader with a dynamic personality and desire to succeed. Reliable and creative; organized and efficient. Expertise includes: Office Administration, Customer Service, Training, Budgets, Inventory, Payroll/ Billing, Equipment Maintenance, Problem solving, Purchasing, People Management.

### Qualifications

---

- Proficient in Microsoft Office Suite: Word, Excel, Access, PowerPoint, Outlook Express
- Clear understanding of business operations. Meticulous office manager. Ability to project and analyze business operations.
- Issue resolution and outstanding interpersonal skills
- Demonstrated ability to interact effectively with senior management

### Experience

---

#### Petroleum Pipeline Scheduler

Metroplex Energy/ RaceTrac – Atlanta, GA

- Timely and accurate scheduling of gas nominations into pipeline systems
- Bulk transaction Processing and Administration – ensure timely and accurate bulk transactions entry verification and processing including payments and receivables.
- Work closely with other Supply coordinators and Managers to optimizing inventory positions.
- Supply and Market Analytics - help gather data of supply and demand patterns in inventory locations of responsibility to ensure optimal supply blend. Understand fuel supply and logistics options and pricing to gain market share in locations.

#### Distribution Supervisor/ Assistant Terminal Manager

Airgas Merchant Gases – Jefferson, GA

- Direct daily operations of transportation. Supervise 40 drivers and staff.
- Support all aspects of day-to-day distribution activities to including compliance and enforcement of all D.O.T. and OSHA regulations
- Conducted all driver training monthly safety meetings and implemented plans to achieve company accident rate goals.
- Monitor PMI schedule to insure all target goals are met and insure compliance with all environmental regulations.
- Performing driver observations to ensure compliance with Airgas and DOT regulations.
- Safety performance, reduction of recordable injuries, safety and quality management.

### **Fuel Supply Logistics Analyst**

World Fuel Services - Miami, FL.

- Inventory Management and Scheduling – actively manage and schedule World Fuel Services fuel inventories to ensure optimal inventory balances. Ensure correct and reliable scheduling of fuel deliveries into inventory, including, interfacing with FBO's, suppliers, and services providers. Work closely with other Supply coordinators and Managers to optimizing inventory positions.
- Bulk transaction Processing and Administration – ensure timely and accurate bulk transactions entry verification and processing including payments and receivables.
- Write training manuals for all World Fuel Supply locations.
- Supply and Market Analytics - help gather data of supply and demand patterns in inventory locations of responsibility to ensure optimal supply blend. Understand fuel supply and logistics options and pricing to gain market share in locations.

### **Petroleum Terminal Scheduler/ Inventory management**

Kinder Morgan - Alpharetta, Ga.

- Main responsibilities are to manage inventories at all terminal locations to avoid product outages at terminals.
- Communicate inventories at all Pipeline connected Terminals to internal and external customers to ensure products are available for lifting and inventories are manageable
- Utilizing daily and monthly spreadsheets for scheduling product movements and tracking of daily inventory positions at all Terminals.

### **Pipeline Controller**

Colonial Pipeline- Alpharetta, GA

- Monitor and control pipeline pressures and flow rates remotely via the SCADA system and coordinate operational activities.
- Diagnose potential problems and execute actions quickly to prevent emergencies.
- Accomplish scheduled operations at minimum pressures and minimum costs to ensure product quality is not degraded during pipeline transportation.
- Direct field personnel on exact timing for starting and closing out full stream originations, injections, and all deliveries.

### **Avionics and Instrument Specialist**

Air Force Reserve- Biloxi MS

- Receive oral and written assignments in the form of work orders and a general discussion of the work to be accomplished, including such things as planned completion dates and modification schedules.
- Coordinate with technical and professional personnel on matters affecting operating specifications and changes of equipment i.e., validating technical data and test programs, reporting discrepancies, and recommending solutions.
- In accomplishing my duties, I demonstrate precision mechanical, analytical and technical skills in the repair, overhaul, rebuilding, modification, testing, and troubleshooting airborne electronic systems composed of numerous subsystems (i.e., computers, inertia sensing units, etc.) which are linked together and interrelated so that their combined functions accomplish a specific objective and comprise a complete system such as fire control, flight/landing control, and multiple integrated electronic systems.

### **Education**

---

Ashford University-----2008 Organizational Management Bachelors

# *Shernedra Taylor*

**Kennesaw, GA 30152**

**Tel:** [REDACTED] **Email:** [REDACTED]

## **PROFILE**

- Self-motivated, reliable, focused, ambitious, and thorough in completing projects.
- Successful in mastering new skills through hands-on experience.
- Proven ability to reach accurate, objective conclusions involving a great deal of data and variables.
- Skill in identifying the real goal, and finding ways to achieve it within available time, resources and conditions.

## **EXPERIENCE**

### **UNITED STATES POSTAL SERVICE**

**October 2017- Present**

- Maintain a high level of protection against fraud for customers, employees, and management.
- Disbursed and delivered mail on a daily basis.
- Provided customer service to clients on mail route.

### **SENIOR CUSTOMER SERVICE REPRESENTATIVE, FIFTH THIRD BANK, KENNESAW, GA**

**April 2017-September 2017**

- Processed customers transactions efficiently & accordingly.
- Meet sales goals monthly, by interacting with customers to find individual needs.
- Provide excellent customer service to clients and non-clients.
- Open & review accounts for new & existing customers.

### **TELLER III, SUNTRUST BANK, MARIETTA, GA**

**May 2015- April 2017**

- Processed customers transactions efficiently & accordingly.
- Meet sales goals monthly, by interacting with customers to find individual needs.
- Maintain balancing cash drawer on a daily basis.
- Resolve fraud cases, comprehension of laws concerning fraud, & provided great attention to detail.
- Researching concerns, issues, & problems reported at other institutions.
- Provide excellent customer service to clients and non-clients.

### **CUSTOMER MARKETING SPECIALIST I, BANK OF AMERICA, KENNESAW, GA**

**Promoted to: Fraud Analyst II**

**June 2014- May 2016**

- Processed/Activate Customers Credit Cards.
- Provide Fraud Control for Customers whom have been victims of identity theft.
- Secure Customers Credit Card Information.
- Examined online transactions to improve algorithms designed to separate legitimate customers from trying to take advantage of the company.
- Investigated cases due to fraud, identity theft, and economic crime management.
- Verify, Identify, & Confirm Customers Account Information.

### **LEAD TELLER, WELLS FARGO BANK, CHARLOTTE, NC**

**Promoted to: Operations & Fraud Control Specialist II**

**August 2012-June 2014**

- Balanced cash drawer on a daily basis.
- Provide excellent customer service to clients and non-clients.
- Meeting or exceeding sales goals on a daily basis.

- Focused on customers needs as it pertained to sales and product knowledge.

**ASSISTANT MANAGER, MACY'S, LOUISVILLE, KY OCTOBER 2009- JUNE 2014**

- Organized customized accessory racks for display in retail outlet.
- Effectively demonstrated to customers the benefits of quality purchases and incentive programs.
- Consistently exceeded monthly sales goals, receiving highest sales award every month for over 3 years.

**PAYROLL ASSISTANT, UNIVERSITY OF LOUISVILLE/HUMAN RESOURCES, LOUISVILLE, KY. January 2006- May 2011**

- Designed and implemented a system of quality control.
- Interpreted Human Resources policies and procedures to management.
- In the past 20 months, gained proficiency in People soft navigation enabling me to handle my own caseload correspondence without help.

**INTERVIEWER, SOUTHERN RESEARCH SERVICES, LOUISVILLE, KY**

**June 2000- May 2004**

- Recruited, screened and interviewed applicants for customer service positions.
- Resolved employee grievances, avoiding potential lawsuits against the company.
- Coordinated special projects such as United Way Campaign, Pre-Retirement Seminars and Campus Recruiting Program.
- Effective in gaining trust and drawing out relevant personal information that is crucial to preparing analyzing reports, household & community questionnaires, etc. That directly relate to securing public policies.

**LOAN PROCESSOR/FINANCIAL REPRESENTATIVE, BANK ONE, LOUISVILLE, KY.**

**June 1997- June 2000**

- Contacts and profiles customer/prospects to determine financial goals, objectives, and current financial position.
- Conducts diligence into each customer/prospect's financial situation in order to recommend financial products to meet the customer particular financial status, objectives, risk tolerance, and tax exposure.
- Using expertise and knowledge of the securities industry and markets, analyzes and interprets customer investment objectives of various factors, and then provides customized and personal investment advice suited to those objectives while complying with all pertinent laws, regulations and corporate policies.

**EDUCATION**

UNIVERSITY OF LOUISVILLE, LOUISVILLE, KY.- B.S., JUSTICE ADMINISTRATION, SPRING, 2011

**SKILLS**

Proficient in Kentucky Offender Management System (KOMS) & Court Net

Proficient in Microsoft Office Systems

Advanced in People soft navigation

**Internship**

Dept of Probation and Parole-Spring, 2010  
Louisville, KY  
Hours: 335



# STEVEN LANG DASHER

██████████ · Athens, Georgia 30606  
██

---

## PROFESSIONAL EXPERIENCE

### **Piedmont Healthcare, Atlanta, Georgia**

*Director of Major Gifts, Piedmont Healthcare Foundation, January 2018 to Present*

- Maintain an active portfolio of 75+ major donors and prospects to cultivate and solicit individual and corporate gifts for Piedmont's \$150 million *Building Better* campaign
- Serve as staff liaison for PHCF Board of Directors Campaign Committee
- Prepare corporate proposals and grant requests to support current campaign
- Direct solicitation efforts of corporate vendors for the new Piedmont Atlanta Tower project
- Lead philanthropy efforts for Piedmont Heart Institute's 115+ physician cardiology practice

### **Athens Regional Foundation, Athens, Georgia**

*Director of Major Gifts, Piedmont Athens Regional Foundation, December 2013 to January 2018*

- Solicited and cultivated major gift donors to the Foundation
- Facilitated planned giving opportunities with Heritage Circle prospects
- Led physician giving program and worked with physicians to promote giving among their service areas
- Managed fundraising efforts for annual Corporate Sponsorship Program
- Coordinated all targeted direct mail solicitations
- Directed GIFT, the 2,000 member employee giving program for Piedmont Athens Regional
- Served as the staff liaison for The 1919, the Foundation's young professionals committee
- Facilitated system-wide cultural training courses using Partners in Leadership certification
- Guided integration efforts with Piedmont Healthcare Foundation upon acquisition in October 2016
- Represented PAR Foundation as member of CEO's Executive Leadership Advisory Council

### **First American Bank and Trust Company, Athens, Georgia**

*Commercial Development Officer, June 2013 to December 2013*

- Prospected with clientele to increase the market share of consumer and commercial accounts
- Developed relationships with business owners and facilitated their banking decisions

*Branch Manager, Assistant Banking Officer, December 2010 to June 2013*

- Supervised day to day operations of the branch, including managing a staff of five

### **Northwestern Mutual Financial Network, The Callaway Black Group, Athens, Georgia**

*Financial Representative, June 2009 to December 2010*

- Assisted a broad clientele in defining their vision of a secure financial future, focused on providing solutions in line with that vision, and implemented solicitation to achieve successful sales results
- Served as a mentor in LEAD (Leadership through Education, Achievement, and Development) and focused on developing individual leadership skills while identifying potential intern and full-time financial representative candidates as a team

### **University of Georgia Cooperative Extension Service, Georgia 4-H State Office, Athens, Georgia**

*Student Grant Coordinator, January 2007 to May 2009*

- Organized district and state-wide grant writing training directives with Program Coordinator
- Audited two federally-funded grants, providing for the implementation and support of community 4-H programs throughout the State

### **The Office of Congressman John Barrow (D-GA 12), Washington, D.C.**

*Georgia 4-H Congressional Intern, September 2007 to December 2007*

- Served as assistant to the Communications Director including research and advance press materials
- Assisted legislative staff in tracking policies related to small business, healthcare, foreign relations, and veterans affairs, and compiling demographic data on district

## EDUCATION

### **The University of Georgia, Terry College of Business, Athens, Georgia**

*Bachelor of Business Administration, May 2009*

Major: Risk Management and Insurance

## LICENSING AND PROFESSIONAL ORGANIZATIONS

- **Georgia Hospital Association**  
*Georgia Association for Development Professionals*  
*Vice President and Conference Co-Chair, 2018-Present*  
*Secretary, 2017-2018*  
*Board Member, 2014-Present*
- **Partners in Leadership**  
*Putting People First Cultural Accountability*  
*Certified Facilitator, 2015-Present*
- **Financial Industry Regulation Authority**  
*Northwestern Mutual Investment Services- Registered Representative: Series 6, Series 63*
- **Georgia Department of Insurance**  
*Resident Agent: Life, Accident, & Sickness; Long Term Care Insurance; Variable Annuities*  
*Non-Resident Agent: Alabama, Maryland, Tennessee, Virginia*

## COMMUNITY INVOLVEMENT AND LEADERSHIP

- **Georgia Children's Chorus**  
*Board of Directors, 2014-Present*  
*President, 2016-2018*  
*Vice President, 2015-2016*
- **Clarke County Mentor Program**  
*Board of Directors, 2015-2018*
- **LEAD Athens**  
*Graduate, 2016*
- **LEAD Athens Alumni Association**  
*Board Member, 2016-2018*  
*Education Committee Chair, 2017*
- **Athens Area Chamber of Commerce**  
*Chamber Ambassador, 2014-2016*
- **Kiwanis Club of Athens**  
*Member, 2014-2016*
- **Athens First United Methodist Church**  
*Member, Church Council, 2017-Present*  
*Member, Chamber Ensemble, 2009-Present*  
*Member, Sanctuary Choir, 2009-Present*
- **The 1919 Society**  
**Piedmont Athens Regional Foundation**  
*Steering Committee Member, 2011-Present*
- **Georgia 4-H Gala**  
*Inaugural After-Party Committee Chair, 2013*  
*Program Committee Member, 2010*
- **Georgia Options in Community Living**  
*Board of Directors, 2010-2013*
- **Nancy Denson for Mayor**  
*Campaign Committee, 2009-2010*
- **Blue Key Honor Society**  
*Member, 2008-Present*

# STEVEN M. WALTZ

Roswell, GA. 30075 | [REDACTED] | [REDACTED]

## LEAD FINANCIAL ANALYST / BUSINESS ANALYST

Proven Business and Financial Analyst with extensive experience within the telecommunications industry. Leader in Project Management, Financial Assurance, Training Development and Delivery.

### CORE COMPETENCIES

Budget-Switched/Local • Project Management • Financial Assurance  
Instructional Design/Training • Leadership/Management • Collaboration

### EXPERIENCE

**AT&T**, Alpharetta, GA.

**Lead Financial Analyst, Switched and Local Access Finance** 2008 – 2019

Develop AT&T Switched Access unit costs and supporting budgeting and monthly results. Manage AT&T Local Dedicated and Usage expense budgeting to actuals, including working with geographically dispersed teams, across functional / organizational lines.

- Extensive use of Excel tools, including complex MACROs (development/use).
- Develop unit costs to price voice services for AT&T's various AT&T Business Units' (e.g. Wholesale, Retail, Regulatory) use and cost assignment.
- Model and track the annual impacts and determining the impacts of the FCC Inter-carrier Compensation (ICC) Order.
- Model and track various cost savings efforts.
- Manage monthly Results and Outlook for various Switched Access and Local expenses (Local Transport and 800 Data base).
- Develop tracking and trending reports of Local Facilities based usage expense by classification. Develop associated Budget and unit cost.
- Develop tracking and trending reports of Local Dedicated / Circuit Infrastructure / Tail expense by classification, including unit cost.
- Manage AT&T Local Division's Initiative Savings Tool.

**Senior Specialist, Local Infrastructure and Access Management (LIAM)** 2003 – 2008

Managed AT&T projects and cost savings initiatives, including working with geographically dispersed teams, across functional / organizational lines, as well as requirements documentation and project plans.

- Managed projects related to strategic initiatives, e.g. local market entry, integration of new acquisitions' payables and receivables billing functions, and development of AT&T's long-term billing solutions.
- Successfully managed infrastructure projects and deployment of new technology; e.g. MicroFrame equipment to domestic and international sites, voice and WAN deployment to AT&T Lab's HQ.
- Identified and documented system requirements to support payables billing and inventory integration.
- Supervised Managers responsible for the financial assurance Access expense.
- Provided leadership/support to over 100 AT&T employees over a 10-year period.
- Supervised managers responsible for the integration of billing resulting from AT&T acquisitions.
- Provided direction related to payables from CLECs with no formal agreements.
- Managed a large team responsible for PBX and network optimization for approximately 500 AT&T offices nationwide.
- Contributed to AT&T's negotiations with SWBT regarding local market entry.
- Managed headcount and associated budget requirements. Reduced headcount by nine managers through attrition and Forced Management Plan program.

**ADDITIONAL RELEVANT EXPERIENCE**

Project Manager / Manager, Network & Computing Services (NCS)

Project Manager / Manager – Global Network Operations Planning  
Information Technology Services (ITS)

Manager/Executive Assistant - Local Infrastructure & Access Management  
Network & Computing Services (NCS)

Account Representative - Customer Service Center  
Consumer Markets

**EDUCATION / PROFESSIONAL DEVELOPMENT**

**Master's Certificate in Project Management**

George Washington & Stevens Institute of Technology

**Bachelor of Arts (BA), Business Administration**

Georgia State University, Atlanta, Georgia

Leadership/Management, Process and Project Management, Financial Management, and Quality  
AT&T School of Business

**SYLVIA SIBBLE-MCLEOD, DBA, MBA/GM, BA**

[REDACTED] Atlanta GA 31141 [REDACTED]

**Objective**

The objective of this candidate is to become appointed as Georgia Senator to fill the remaining term of Senator Isakson who is expected to retire in December 2019. Upon appointment, this candidate will run in the special election November 2020 and succeeding elections. The purpose will be to represent the State of Georgia's interests, and to continue Republican Senate majority leadership in The United States Congress

**Professional Profile**

A motivated and proficient leader with an exemplary academic record in business administration and global management and a passion for public service. This leader is driven to serve community, state, and country as demonstrated by past and current experiences in public awareness campaigns, educational outreach programs, and the building of collaborative partnerships among stakeholders.

As a professional who holds a Doctor of Business Administration degree, a Master of Business Administration specializing in Global Business Management, and a Bachelor of Arts degree with a Geography major, this leader has planned and conducted town hall meetings, coordinated and built collaborative partnerships between governmental and non-governmental organizations that focused on pressing issues and policies that were relevant and of current interests to constituents.

This candidate, whose objective is to become appointed as U.S. Senator for the State of Georgia, is equipped with knowledge and skills, and has the ability to address questions, the concerns, and issues related to partners and stakeholders. What follow in this resume/cv are descriptions of:

- Core Skills and Leadership
- Education and Qualifications
- Selected Accomplishments
- Career History
- Specialized Research Projects
- Technological Skills
- Extra-Curricular and Volunteer Activities Summary
- Personal Profile
- References

---

**Core Skills and Leadership**

- Professional Technical Qualification by being knowledgeable of driving theories, principles, and policies of international trade
- Professional Technical Qualifications in the ability to critically assess [debate merits of proposals and bill amendments](#), and by following appropriate rules of [procedure](#)

- modern trade theories and concepts of comparative advantage, formulate opinions and make recommendations to fill gaps in practices.
  - Professional Technical Qualifications by being able to evaluate impacts and effects of unfair trade practices and rules of origin policy instruments such as anti-dumping
  - Professional Technical Qualification in application of knowledge and experience as related to federal laws and regulations and the rules, policies, and agreements that governs international trade.
  - Professional Technical Knowledge in being knowledgeable and having the ability to critically assess international financial markets
  - Professional Technical Knowledge and the ability to build consensus among culturally diverse team members having competing interests and values.
  - Leadership, management, assessment, and strategic planning skills for the design and implementation of an organization-wide framework that ensure diversity, inclusion, equity, and respect for all stakeholders
  - Exceptional knowledge, skills, and experience in team building, which when applied to the organizational-level enables collaboration across the boundaries of internal departments and external organizations under normal and extreme conditions.
  - A candidate with demonstrated cross-cultural competencies, including strong emotional intelligence, influencing skills, and the ability to engage and build relationships within the community and with underrepresented communities;
  - An effective communicator with exceptional conflict resolution skills who can navigate problems for proactive solutions, build consensus and trust and reconcile competing interests.
  - A leader who can prepare, examine, and analyze quantitative and qualitative data for accounting records, financial statements, or other financial reports to assess accuracy, completeness, and conformance to reporting and procedural standards
  - A candidate who can develop presentations, give briefings, conduct meetings, and promote with various governments, businesses, and community groups
  - A leader who has developed and advocated a culture of continuous learning to attract and retain employees with superior qualities, and has identified best practices and benchmarking studies
  - A leader who treats others with courtesy, sensitivity, respect, and considers and responds appropriately to the needs and feelings of different people in different situations.
  - This candidate has skills to engage active listening by paying attention what others are saying, taking the time to understand and ask questions as appropriate, and uses critical thinking skills, logic and reasoning to identify the strengths and weaknesses of alternative solutions to problems
-

## Education and Qualifications

**2012 – 2018**                      **Northcentral University School of Business and Technology  
Management   Prescott Valley, AZ  
Doctor of Business Administration   GPA: 3.8**

### *Related coursework:*

- Doctoral Studies in Business
- Ethics in Business
- Doctoral Comprehensive Strategic Knowledge Studies
- Statistics I
- Global Economic Environment
- Business Research Methodology
- Research Design
- Critical Infrastructure Protection, Information Warfare, and Cyberterrorism
- Quantitative Research Design
- Planning Dissertation Research in Business
- Doctoral Comprehensive Examination-Business
- Doctoral Dissertation series (120 weeks duration) including Institutional Review Board (IRB) series, Data Collection, analysis and reporting, Dissertation Manuscript and Defense, and Dissertation publication.

**2002- 2005**                      **University of Phoenix Online   Phoenix AZ  
MBA- Global Management   GPA: 3.8**

### *Related coursework:*

- Human Relations and Organizational Behavior
- Legal Environment of Business
- Marketing Management and Customer Relationship
- Operations Management
- Economics for Managerial Decision Making
- Accounting for Managerial Decision Making
- Finance for Managerial Decision Making
- Information Management in Business
- E-Business Principles and Practices
- Global Business Organization and Culture
- External Environment of Global Business
- Internal Environment of Global Business
- Global Strategy Formulation and Implementation
- Global Management Capstone Course
- Transformational Leadership and Innovation
- Financial Measures of Value Added
- 21st Century Issues in Organizational behavior
- Strategic Opportunities in an Internet Based Global Economy

- Issues in Optimizing Operations

**1980-1983**                      **York University**                      **Toronto, Ont.**  
**B.A. - Geography**                      **GPA: 3.7**

***Related coursework:***

- Physical Geography
- Human Geography
- Population Geography
- Urban Geography
- Geographical Analysis
- Science and Technological Change
- Changing Roles of Women and the Family
- Man, in Society
- Philosophy – Argument and Reason
- Interdisciplinary Perspective on Literature
- Canadian Culture, Society, and Religion
- Social Thoughts in African and West Indian Literature
- History – Ontario Since Confederation
- History – Europe to 1650
- Canada and Immigration

**Selected Accomplishments**

**1) *Dissertation Research: The Impact of Individual Cultural Values on Perception of Team Effectiveness***

This candidate Successfully designed dissertation research conducted in the Atlanta- Sandy Springs-Roswell Georgia metropolitan statistical area in 2018. The objective of the non-experimental cross-sectional study was\to determines whether individual cultural values predicted team spirit among culturally diverse employees. It was conducted in the Atlanta-Study-Springs-Roswell Metropolitan Statistical Area. Research material was distributed to employees of a service organization. Employees were invited to participate in an online survey. Data included census were collected via the online survey, prepared, prepared and statistically analyzed and findings reported with recommendations.

***Results***

The dissertation research culminated a dissertation manuscript, defense, and publication of the study, from which a Doctor of Business Administration Degree was conferred.



## 2) Published Works:

- *Dissertation: The Impact of Individual Cultural Values on Perception of Team Effectiveness (2018)*
- *Author: self-publish” At the Crack of Dawn” (2012) by Sann Sibble*

The book cataloged teamwork and recognized team members. In it is a list of events, the challenges and obstacles, and the creativity and innovation team members adopted and deployed that lead to success. It was compiled based on the request of board members of UNA-USA greater Miami and across the State and Nation. It described how ordinary people did extraordinary things in helping each other, their community, and their country. It included activities that were coordinated, developed, and executed with U.S. Department of State, those with campus network from various universities, schools and colleges, trade groups, council or organizations such as the American Legion, State and local governments, businesses, and other entities. The book depicts grass-roots teamwork across local, state, national, and international organizations be it governmental or non-governmental, for-profit or non-profit, institutions, and people from all walks of life

## 3) Building Partnership and Collaboration: *Public Awareness Campaign*

The building of partnerships and collaboration in public awareness campaign and other public outreach activities involved the successful planning, design, and development of business conferences, town hall meetings, foreign policy debates, and other activities that were relevant and of current interest to the public. One major event was the execution of the first business conference “how to do business” with the World Organization. Collaborative partnerships included the U.S. Department of Commerce, U.N. agencies and worldwide operations. The conference convened over 400 participants who were government officials, representatives from the diplomatic corps who represented member states of the World Organization, academia, military officers, non-governmental organizations, business leaders and executives, business professionals, and citizens from all levels of society

### *Results*

- ✓ A significantly increased percentage of small and midsize businesses participation U.N. procurement opportunities
- ✓ Based on feedback, it was widely acknowledged that there was an increased awareness of the United Nations System and U.S. role in the World Organization
- ✓ Based on the outcome of increased participation in UN procurement, a central UN procurement system was established that streamlined operations in a cost-effective manner.
- ✓ The first conference “How to do Business with the United Nations” was subsequently replicated as a model among member states in educating external

others and businesses of trade opportunities and how to do business with a host country

---

## **Career History**

### **United States Small Business Administration: Atlanta Georgia**

Office of Disaster Assistant -Field Operations Center East

General Business Service Representative - GS 11

November 2018 – As needed

#### *Responsibilities:*

The responsibilities of this assignment were to help people recover from disasters such as after hurricanes, floods, tornadoes, earthquakes, wildfires, and other disasters to rebuild their lives by providing information and assisting with the application process for financial assistance to homeowners, renters, businesses and non-profit organizations of all sizes. It included collecting data and evaluating financial documents that will determine eligibility for any of the following disaster loan categories:

- Homeowners up to \$200,000 to repair/or replace primary homes.
- Homeowners/Renters up to \$40,000 for contents, including automobiles.
- Businesses/Non-Profits up to \$2 million to repair/replace damaged business assets and for working capital to meet operating expenses

### **Pennywise International Trade Services Inc., Atlanta, Georgia**

General Manager: April 1992 to present

#### *Responsibilities*

- Determined and formulated policies and provided overall direction of companies and private and public sector organizations within guidelines set up by a board of directors and similar governing body.
- Planned, directed, and coordinated operational activities at the highest level of management with the help of subordinate executives and staff managers
- Administered cross-functional teams to develop a comprehensive concept of operation and detailed system requirements for the new business digital information system.
- Directed development of complex merger and acquisition strategy for companies
- Developed and built coalition and partnerships between different organizations for a national public awareness campaign
- Directed and managed business consultancy for clients including tax preparation services, professional education training, grant writing services, business plan development from A-Z, financial portfolios including risk management analysis
- Hired, trained, and supervised staff
- Managed Federal and State compliance and regulatory practices for various aspects of the business including Internal Revenue Regulation and practices;

- The performed client needs analysis for funding, marketing strategies, cost benefits analysis, and various other aspects of business development and process improvement.

**United Nations Association of the USA, Miami, FL**

*President: January 1992 to December 2000*

*Responsibilities:*

- Developed and Built collaborative partnerships across different organizational structures to facilitate recovery and stabilization regions torn by conflict and disasters
- Recruited, trained staff and directed staff and volunteers nationwide
- Facilitated meetings, workshops, seminars, town hall meetings, study groups
- Formulated reports and recommendations for global policy studies
- Served as chief spoke person for the national organizations
- Conducted board meetings and general plenary sessions
- Directed national public awareness campaigns
- Planned, directed, and coordinated operational activities at the highest level of management with the help of subordinate executives and staff managers

**Sun Financial Group Toronto On and Coral Gables, FL**

*Insurance Agent/Financial Advisor 1986–1988 and 1991-1993*

*Responsibilities*

Represented a multi-billion-dollar financial services conglomerate and provided Professional financial services to individuals and companies that included:

- Risks management
- Group benefits and retirement planning
- Estate planning and solutions
- Life and Health insurance
- Money market funds, annuities and 401K Plans

**Prudential Insurance Toronto, On and Miami Lakes, FL**

*Special Agent/ Financial Advisor 1983–1986 and 1989- 1990*

*Responsibilities:*

Insurance Agent for a multi-billion multi-lines financial services company. I managed portfolios and provided financial services that included the following:

- Commercial property and fleet insurance
- Mutual funds
- Annuities
- Group benefits
- Pension Plans

**Credit Valley Conservation Authority Mississauga Ontario: 1980-1982**

*Natura Resource Planner for regional conservation authority*

*Responsibilities* included helping with development of resource management plans to meet local identified objectives. It included evaluation of site plans, zoning, water table initiated by a municipality, a county agency, or concerned local citizens  
It included serving on committees, conducting site inspections and providing technical and advisory opinions to:

- Residents and/or landowners
- Farm owners & operators
- Local municipal officials
- Business & industry representatives
- Environment & conservation groups
- Other special interest representatives

### **Toronto Dominion Bank Toronto, Ont. Canada**

*Accounting/Loan Officer/Banking Representative 1976- 1980*

*Responsibilities*

Provided personal and commercial banking services that included but not limited to

- Foreign Exchange currency sale and purchase
- Managed Direct Deposit Account
- Mortgage loans and consumer credit loans
- Letters of credit
- Certificate of Deposit

### **Short-term/ Temporary Jobs**

#### **Wal-Mart Vision Center Marietta, GA**

*Retail optical center representative 2005- 2006*

Managed a retail optical center of which responsibilities included butt were not limited to the following:

- Customer intake prep
- Sales and service of eyecare products
- Purchasing and inventory
- Store layout and design

#### **Target Optical (Luxottica Group) Alpharetta GA**

*Retail Store sales representative 2004-2005*

Managed a retail optical center of which responsibilities included butt were not limited to the following:

- Customer intake prep
- Sales and service of eyecare products
- Purchasing and inventory
- Store layout and design
- Customer relationship management

#### **Visual Eyes Alpharetta GA**

*Retail Store Manager 2003-2004*

Managed a retail optical center of which responsibilities included but were not limited to the following:

- Purchasing and inventory management
- Store layout and design
- Customer relationship management
- Billing and coding
- Customer intake prep
- Sales and service of eyecare products

### **Philip Morris - Precision Response - Broward County Florida**

*Customer Relations 2001-2002*

In an outsourced call center operation performed functions of customer relations manager. It included:

- Settling customers' disputes
- Providing customer satisfaction rewards
- Managing technical issues escalated to legal department
- Quality Assurance measures of service calls
- Supervised and coached customer service representatives

### **American Express - Precision Response - Miami, Florida**

*Customer Service Representative 1999-2001*

In an outsourced call center operation performed functions of customer representative that included:

- Merchants' registration for point of sales systems
- Sale of point of sales card processing systems
- Provided statistical based information on industry specific activities to customers
- Answered technical questions related to credit card processing and account management

### **Specialized Research Projects**

- Evaluated international economic theories, principles and policies that included international trade patterns, competitive advantage and related trade and industrial policies. *Professional Technical Qualification by being knowledgeable of driving theories, principles, and policies of international trade*
- Analyzed the foundations of modern trade theory and concept of comparative advantage. *Professional Technical Qualifications in the ability to critically assess modern trade theories and concepts of comparative advantage, formulate opinions and make recommendations to fill gaps in practices.*
- Examined trade policies and regulations of trade barriers that included tariffs and non-tariff, subsidies, and effects of non-tariff barriers such as subsidies, intellectual property rights and role of the World Trade Organization in dispute

resolution in trade. *Professional Technical Qualifications by being able to evaluate impacts and effects of unfair trade practices and rules of origin policy instruments such as anti-dumping*

- Evaluated international factor movements and multinational enterprises that included trade policies and developing nations, regional economic integration, and international organizations. *Professional Technical Qualification in application of knowledge and experience as related to federal laws and regulations and the rules, policies, and agreements that governs international trade through WTO*
- Evaluated international financial markets and factors of foreign direct investment, exchange rate valuation, translation and exposure risk, as well as international balance of payments, purchasing power parity and integrate international economic concepts applicable to real-life economic decision-making. *Professional Technical Knowledge in being knowledgeable and the ability to critically assess international financial markets*
- Conducted extensive research on teamwork from the time of work groups conversion to work teams that became adopted in organizational development and up to current developments. The review of literature that spanned over 80 years of work team developments, and in addition to a non-experimental quantitative research has equipped me with unique skill set and knowledge in teamwork and team dynamics. *Professional Technical Knowledge and the ability to build consensus among team members with diverse interests and values.*

---

### **Technology Skills**

A computer savvy professional with technology skills involving the use of social media platforms, computer and information technology, and applications, programs, including:

- Statistical Analysis software
- Database user interface and query software such as Microsoft Access
- Enterprise resource planning ERP software
- Human resources software, HRIS; Infor SSA Human Capital Management
- Project management software, Microsoft Project; Microsoft SharePoint
- Electronic mail software, Email software; Microsoft Outlook
- Spreadsheet software. Microsoft Excel
- Word processing software, Microsoft Word
- Financial analysis software,
- Map creation software, Geographic information system GIS software; among others

---

### **Extra-Curricular and Volunteer Activities Summary**

This candidate has been an avid and dedicated volunteer from youth through adult life. It included civic, church, n bible schools, youth sports, adult literacy, chambers of commerce, council of organizations, and the community at large. Notable volunteer activities include:

- Youth soccer coach -Mississauga Minor Boys League
- Pop Warner Team Mom – Organized Youth Football
- Vice President UNA-USA Florida Division
- Committee Chair – Credential – UNA-USA National
- Chair – Pan-African Committee – Miami
- Chair for Board of Directors – UNA-USA Miami
- Class President of Student Government – Happy Grove High School...Among other positions and activities

---

### **Personal Profile**

A mother who has raised four children who are now adults. Two of my children by birth of which my son is a former US Marine, now a veteran, and my daughter is an attorney. Of my two adopted daughters, one is House Representative for the State of Georgia, and my oldest daughter is a property manager. I am a resident of the State of Georgia for 16 years. I have 10 siblings, three brothers and seven sisters. The professions among my brothers and sisters include teachers, registered nurses, healthcare workers, administrators, retail supervisors, and farming. My father was an accountant with All Island Banana Growers Association. My mother was a seamstress and community advocate (Both parents are deceased). My grandfather was the district constable and farmer. My grandmother a deaconess in the Baptist Church (both of whom are deceased), and my granduncle was the first Minister of Agriculture in Jamaica. He was instrumental in the establishment of the Bustamante Industrial Trade Union (He is deceased). I am Catholic and also Republican. As the mother of a veteran son who has served in the US Military, I am passionate about the care and wellbeing of our veterans and their families. It would be a great honor to continue the work of Senator Isakson in speaking up and standing firm for our veterans. I subscribe to the principles of conservative values.

---

### **References**

#### **Dharmendra Singh, Ph D, JD, PHR, ERYT-500**

Faculty, School of Business, and Technology Management  
Northcentral University Prescott Valley AZ

#### **Nicholas Harkiolakis, PhD**

Dissertation Chair, Northcentral University

#### **Dr. Raymond U. Ogums**

Bay Path University  
Longmeadow, MA 01106

---

# Terrance S. Avery

Richmond Hill, GA ; [REDACTED] ; [www.linkedin.com/in/terranceavery](http://www.linkedin.com/in/terranceavery)

## EDUCATION AND CERTIFICATIONS

---

### GEORGIA INSTITUTE OF TECHNOLOGY

Savannah, GA

April 2018

Lean Six Sigma Black Belt

### SOUTHWEST BAPTIST UNIVERSITY

Bolivar, MO

August 2004 – December 2007

Bachelor of Science, Economics and Finance

3.3 GPA

## EMPLOYMENT HISTORY

---

### Engagement Manager – OnPoint Digital, Inc

Savannah, GA

May 2019 – Present

- Work daily to customers to meet custom User Interface and User Experience design challenges
- Use multiple internal and external tools (JIRA, Zendesk, Basecamp, etc) to accomplish sophisticated project management functions
- Provide consultation to customers using standard DMAIC methodology to deliver strong results for desired measurable outcomes
- Deliver written and oral communication both internally and externally to solve problems and drive projects to completion
- Currently work with six different customers with more than 100,000 total users.

### Operations Manager – Pallet Consultants

Savannah, GA

August 2018 – December 2018

- Supervised operations, design, and production of commercial pallet manufacturing and repair
- Meet production targets for sales in excess of \$100,000 a week
- Used industry standard continuous improvement strategies to implement efficiency projects and increase overall operating efficiency

### Operations Officer – United States Army

February 2009 – July 2018 (Active Duty)

August 2018 – Present (US Army Reserves)

- Coordinated and supervised operations for 62 observers, coaches, and trainers with an annual operating budget of approximately \$1 million
- Increased military readiness for more than 26 organizations preparing for deployments to theaters of combat
- Developed and mentored subordinates leading to promotion and certification rates above the Army average
- Created, designed, and implemented operations processes for an organization in its first year of existence; built trackers, calendars, and systems with no prior historical data
- Served as organizational Safety Officer maintain federal employee and OSHA standards
- Participated in planning and implementation of 5 Army Division level simulation exercises consisting of approximately 500 military personnel, 250 civilian personnel, and \$3 million in equipment
- Supervised the accountability of more than \$30 million worth of Army property with no losses
- Organized and managed more than 400 GB of shared data as the organization Knowledge Manager
- Planned and resourced 18 Company level Air Assault missions in Regional Command-East.
- Planned and resourced 5 Battalion level operations in Regional Command-East.
- Coordinated, organized, and prepared briefs to upper-echelon commands, to include the Commander of the International Security Assistance Force (ISAF).
- Coordinated community outreach efforts resulting in four subordinates receiving volunteer commendations
- Facilitated the smooth transition of more than 100 Soldiers from Active Duty to private citizens.



# TIFFANY MITCHELL

## Operations Analyst – Incident Management

### West Central Georgia Regional Hospital

11/2018–Current

Conduct, coordinate, and document incident investigations. Compile, organize, and distribute incident packets and reports. Review incident documents, communicating with and making recommendations to Directors, Supervisors, other Investigators and agency Administration.

### PROFILE

Over 10 years' experience as an office manager, event coordinator, travel and sales associate. Self-motivated, highly trained professional, experienced and detailed oriented, skilled in orchestrating tasks and detail to achieve overall project goals. Proven history of hard work, loyalty, and proficiency. Knowledge of surveillance systems, camera maintenance, Avigilon, Avatar, risk and incident management systems.

### CONTACT

PHONE:

[REDACTED]

EMAIL:

[REDACTED]

## EDUCATION

### Kendrick High School

Aug 1997 – Jun 2001

College Prep Diploma

### Columbus State University

Aug 2001 – May 2004

Some college course work for a B.S. in Biology/Communications

## WORK EXPERIENCE

### Columbus Civic Center - Events Assistant

05/2018–Current

Perform assistance duties to the events managing department. Assist and support organizing and events manager in his day to day tasks. Perform special events duties like checking and establishing set ups, for events and programs. Provide special services to guests from their check-in time to until they check-out.

### CWT SATO Travel M&G - Travel Counselor

09/2016–09/2017

Creates domestic/international reservations for clients to include air, hotel, rail, and ground transportation. Utilizes CWT preferred vendors to maximize profit and ensures compliance with the clients' travel policy. Interacts with traveler or arranger and provides 1<sup>st</sup> level of support for customer service and technical issues.

### Mall Bowling Center – Fort Benning - Operations Assistant

05/2015–06/2016

Assists management with the operation of facility in accordance with established procedures. Issues, receives and controls cash receipts and change funds; verifies cash count of funds turned in by cashiers. Established and maintained 5 vendor partnerships.

## SKILLS

- Superior verbal and written communication skills
- Time management
- Administrative support
- Customer service and research skills
- Proficient with Microsoft Suites, Adobe Suites, office equipment, paper/filing management. 40 WPM
- Decision making, teamwork, leadership, active listener, problem solving, transferable skills, willing to compromise.

References available upon request.

[REDACTED]  
Springfield, GA 31329  
[REDACTED]  
[REDACTED]

# Timothy J. McCoy

## SKILLS

Truck Driver OTR From 2001 to 2008

Railroading from 2008 to Present, I have operated on the CSX and NS main lines in Savannah, Macon and from Spraks Ga to the NS Valdosta Yard. Currently working for a short line in Dover Ga.

## EXPERIENCE

### **Georgia Southern Railway, Dover Ga** – *Engineer-Conductor*

2013 – PRESENT

- Full Time Engineer and fill in Conductor when needed, we are a man Crew that covers 60 miles of Railroad and 10 Customers.

### **Georgia and Florida Railway, Albany Ga** – *Engineer-Conductor*

Dec 2011 – July 2013

- Worked on the Extra Board as a Conductor and Engineer

### **Georgia Southern Railway, Fort Valley Ga** – *Engineer-Conductor*

Feb 2010 – Dec 2011

- Worked as a Full Time Engineer and Conductor

### **Georgia Central Railway, Dublin Ga** – *Engineer-Conductor*

Jun 2008 – Feb 2010

- Worked as a Full Time Engineer and Conductor

## EDUCATION

### **Vidalia High School** – *High School Degree*

Aug 1995 – Aug 1999, Vidalia, Ga

**REFERENCES**

**DAVID WINANS:** [REDACTED] **RETRIED 30 YEAR  
RAILROADER.**

**TOMMY DELOACH:** [REDACTED] **RETIRED 30 YEAR  
RAILROADER**

**ELTON ROSSER:** [REDACTED] **SIGNAL MAINTAINER**

**JIMMY CAMPBELL:** [REDACTED] **TRACK FOREMAN**

**GEORGE STANFILED:** [REDACTED] **MOTIVE MECHANIC**

**VACCARDO M.I. JOHNSON, AAS, CST**

[REDACTED] Savannah, Ga. 31404

[REDACTED]

[REDACTED]

**Objective**

My objective is to obtain a position within an innovative and professional organization where I can expand my knowledge and skills.

**Skills**

I am well organized, independent, professional, and I have excellent communication skills. I am self-motivated, goals orientate, and I am a fast learner. I am a very strong surgical tech. I am very proficient in all serves except CV.

**Work Experience**

Emory Healthcare January 29, 2018 – May 2, 2018  
Atlanta, Ga.  
Title: CST  
Duties: same as below

Aurora BayCare Medical Center October 9, 2017 – January 12, 2018  
Green Bay, WI  
Title: CST  
Duties: same as below

St. Charles Medical Center August 9, 2017 – August 25, 2017  
Bend, Oregon  
Title: CST  
Duties: Same as below

East Cooper Medical Center January 25, 2017 – July 28, 2017  
Mt. Pleasant, SC.  
Title: CST  
Duties: Same as below

Holmes Regional Medical Center June 6, 2016 – December 8, 2016  
Melbourne, Fl.  
Title: CST  
Duties: Same as below

Emory Ortho and Spine Hospital April 4, 2016 – May 25, 2016

Tucker, Ga.

Title: Certified Surgical Technologist

Duties: Same as below

University Alabama Birmingham

September 8, 2015- March 23, 2016

Birmingham, Al

Title: Certified Surgical Technologist

Duties: Same as below

Orlando Regional Medical Center

June 1, 2015 – August 29, 2015

Orlando, Fl.

Title: Certified Surgical Technologist

Duties: Same as below

St. Clare Health Center

November 17, 2014 – May 23, 2015

Fenton, Mo.

Title: Certified Surgical Technologist

Duties: To understand the surgical procedure, handle the surgical instruments, supplies, and equipment necessary during the surgical procedure. Check supplies and equipment needed for the surgical procedure, set up and establish the surgical field, perform appropriate counts with circulator prior to the operation and before incision is closed, and to maintain the highest standard of sterile technique during the procedure.

Memorial Health University

March 10, 2014 – November 12, 2014

Savannah, Ga.

Title: Certified Surgical Technologist

Duties: To understand the surgical procedure, handle the surgical instruments, supplies, and equipment necessary during the surgical procedure. Check supplies and equipment needed for the surgical procedure, set up and establish the surgical field, perform appropriate counts with circulator prior to the operation and before incision is closed, and to maintain the highest standard of sterile technique during the procedure.

St. Joseph/Candler Health System, St. Joseph facility

December 17, 2012 – November 14, 2014

Savannah, Ga.

Title: Certified Surgical Technologist

Duties: To understand the surgical procedure, handle the surgical instruments, supplies, and equipment necessary during the surgical procedure. Check supplies and equipment needed for the surgical procedure, set up and establish the surgical field, perform appropriate counts with circulator prior to the operation and before incision is closed, and to maintain the highest standard of sterile technique during the procedure.

**Professional organization**

Association of Surgical Technologist (AST)

August, 2011 – Present

**References**

Available upon request.

As a traveler, I been ask to extend at all the hospitals I worked and have yet to have my contract cancel for any reason. I look forward to helping your facility in any way I can.

# VAUGHN HARPER

Atlanta, Georgia | [REDACTED] | [REDACTED] | <https://www.linkedin.com/in/vaughnharper/>

---

**Target: US Senator Appointee by Honorable Governor Brian Kemp**

*With over 18 years of experience in one of Georgia's key top economic drivers, the US airline industry.*

An accomplished leader with a keen understanding of dynamics which contribute to our state's economic growth and what is needed to keep Georgia the top state in the country to do business, and for families to call home. Extensive leadership experience both domestically and internationally in strategy, operations, budget management, crisis management, and international business relations. Current volunteer soldier in the Georgia State Defense Force.

Strategic Business Solutions Development | Contract Negotiations | Regulatory Compliance | Team Leadership & Management | Budget Management | Properties Management | Efficiencies Enhancement  
Capital Improvement Plans | Crisis Management | Safety | Facilitates Management | Communications | Airport Operations  
International Business Relations | Aviation | Commerce and Trade | Labor Relations

## LEADERSHIP AND PROFESSIONAL EXPERIENCE

---

**Delta Air Lines, Inc.** | Atlanta, Georgia

2010 – Present

### **Operations Service Manager-Atlanta Worldport Hub (Jul 2019 – Present)**

Charged with overseeing the safe, secure, and on-time operation at Delta's largest hub.

#### **Noted Accomplishments:**

- Implemented process improvements and facilitate change management which led to B Concourse Bag Room performance to beat goal by 25% within first two months.

### **MANAGER OF CUSTOMER CARE Operations Control Center (2015 – Jul 2019)**

Oversee the vision, strategy, and delivery of Delta's proactive service recovery product provided to customers worldwide during flight disruptions. Manage a high performing team which operates 24/7 in the Operations and Customer Center (OCC) responsible for coordinating customer outreach and communication along with influencing key stakeholders in the OCC and field (ACS, IFS, and social media) to ensure the customer is at the forefront of all decisions. Maintain service recovery financial goals with oversight of a \$25M annual budget. Establish and cultivate strategic partnerships with key international and domestic stations, *JV Partners*, and *Delta Connection Carriers*. Serve as the central escalation point to strategize egregious crisis type of event service recovery planning, compensation, and communications.

#### **Noted Accomplishments:**

- Exceeded all goals and metrics and achieved financial goals, including:
  - Boosted NPS +40 points in most egregious events.
  - Reduced customer complaints and inbound volume across all channels.
- Developed proof of concept tools for *Single View of Customer* initiative by directing the design and delivery of the *Customer Impact Dashboard*.
- Improved customer experience in IROP events by cultivating and launching the impactful *Care Concierge* product.
- Transformed the customer outreach messaging into a personalized experience factoring in delay impact along with internationalizing by language support.
- Quarterbacked successfully major IROP egregious crisis events leading cross-divisional, commercial, and operational leaders.

### **PROJECT MANAGER – CUSTOMER CARE (2012 – 2015)**

Orchestrated high-level project management from conception through final delivery. Communicated with departments throughout company to expedite project initiatives in alignment with budget, quality, and timing requirements.

#### **Noted Accomplishments:**

*Continued...*

- Streamlined the creation and launch of *Care OCC Desk* in *Operations* and *Customer Center* that elevated the service recovery experience.
- Owned the *WeChat* project initiative to advance *Delta's Social Media* strategy in the Chinese market.
- Rolled out the industry leading *Delta Choices* gift card product, receiving high customer satisfaction.
- Reduced customer complaints across all business categories by driving the company's DOT performance.
- Led multiple initiatives focused on efficiency and productivity improvements.
- Ideated cross divisional solutions and procedural changes to improve and clarify service expectations related to unaccompanied minors and customers with disabilities.

#### LEAD-CALL CENTER, CUSTOMER CARE (2011 – 2012)

Promoted to develop, train, and mentor 14 phone agents by delegating tasks and allocating resources to meet staffing needs. Served as escalation point for complex service recovery issues.

##### Noted Accomplishments:

- Improved individual staff performance by recommending and implementing new processes; integrated new technical tools including the *Res Dashboard Reporting System*.
- Turned around underperforming team without first two months, increasing QA and Call Handling Metrics.
- Strengthened customer service by identifying process improvements and automation opportunities.

#### CUSTOMER SUPPORT SUPERVISOR, CUSTOMER CARE (2011)

Selected to provide support for internal and external customers regarding service failures, complaints, compliments, suggestions, and request for assistance. Created written and verbal communications that standardized customer care in line with corporate core values. Sought win-win solutions for both customer and company.

##### Noted Accomplishment:

- Boosted corporate image by offering suggestions on best practices and process improvements.

#### SKYMILES SALES AND SERVICES REPRESENTATIVE, RESERVATION SALES (2010)

Communicated with customers on company services. Served as first point of contact for all customer issues, providing quick resolution to service failures. Ensured adherence to all DOT requirements.

##### Noted Accomplishment:

- Surpassed all monthly QA goals by 30%.

Spirit Airlines | Fort Lauderdale, FL & Atlanta, GA

2003 – 2007

#### STATION MANAGER (2003 – 2007)

Supervised and supported 85 customer service agents who coordinated ticket sales and passenger boarding protocols to ensure strong focus on-time departures and on-time baggage. Enforced security standards and liaised with TSA, CBP, and federal, state, and local officials regarding potential risks and or breaks in security procedures. Coached agents on customer management best practices, including responses to customers with disabilities experiencing service failures, and oversales and denied boarding. Analyzed and resolved various issues, including gate conflicts and safety concerns.

##### Noted Accomplishments:

- Played key role in expanding organization internationally by overhauling hub operation communication issues and developing procedures for inaugural flight.
- Developed process improvements in hub operations improved D0 performance by 15%.
- Reduced INVOL DBCs by 35%
- Selected to assist officials in investigation of credit card fraud and onboard security incidents.

### OTHER EXPERIENCE

Wells Fargo Bank, Newnan, Georgia (2007 – 2010)



**Military Experience**

Georgia State Defense Force, Clay National Guard Center Marietta, Georgia (May 2019 – Present)

Rank: PV2

---

**EDUCATION & LICENSES**

**Bachelor of Legal Studies**, Kaplan University, Davenport, Iowa (3.67 GPA Cum Laude)

**FAA Commercial Pilot License**, Instrument-Airplane Rating, NS Aviation

**American Red Cross**, CPR & AED certified

---

**POLITICAL AFFILIATION**

**Active Conservative Constitutional Republican**

- Support President Trump’s economic plans of low taxes and regulations, open energy, trade reform
- Limited-small government conservative
- Committed to the 2<sup>nd</sup> Amendment
- Committed to strong border security
- Pro-Life

**Walter J. Muller**

Atlanta, Georgia 30327

## **PROFESSIONAL EXPERIENCE**

---

### **Sentinel Trust Company**

Houston, Texas

*2018 – Present Board of Directors*

### **Bank of America**

Atlanta, GA

*2007– 2017 Chief Investment Officer*

- Managed overall interest rate risk for the \$2 trillion BAC balance sheet and balance earnings, capital, economic value and liquidity considerations while managing interest rate sensitivity, changing market conditions, and excess funding
- Optimized discretionary portfolio that included up to \$500 billion of various types of securities, derivatives, and loans while operating across multiple accounting geographies: Held for Investment, Held to Maturity, Available for Sale, Mark to Market
- Navigated the evolving regulatory landscape including developing asset management policies in alignment with current regulatory requirements, establishing collaborative relationships with regulatory agencies to provide complete Bank transparency and promote understanding of CIG models, and keeping internal and external executives well-apprised of risk management activities
- Led development and use of proprietary state-of-the-art models in a wide array of areas including
  - Evolution of macroeconomic and market variables
  - General valuation techniques
  - Behavioral models such as prepayment, default and balance
  - Risk management
- Managed and enhanced complex parallel processing computer systems and databases to support interest risk management activities
- Expanded development effort dramatically to include delivery of models for expanding line of business purposes including loss forecasting in first and second mortgages, U.S. and U.K. Credit Cards, and DFS
- Provided models for critical roles in Enterprise Stress Testing, CCAR, and various measures of the Bank's interest rate and credit risks
- Headed twelve (12) CFO teams including Liquid Markets, Whole Loan Portfolio, Asset Management, Economic Function, Modeling and Analytics, Data and Analytics, Quantitative Implementation, Financial Engineering, EPM, COO and Mortgage Solutions and Business Support
- Managed the Secondary Mortgage Group responsible for setting mortgage origination pricing, managing pipeline, securitization, and hedging of MSR asset
- Integral part of due diligence team for acquisitions of Countrywide and Merrill Lynch as well as subsequent assimilations

**Bank of America**

Atlanta, GA

*1998 – 2007 Quantitative Finance Executive*

- Built from ground up and managed a large team of quantitative associates with doctorate level expertise in areas such as computational finance, economics, econometrics, mathematics, probability, statistics, operation research, computer science, and information technology
- Designed and managed development of cutting-edge proprietary models for Asset Liability Management as well as the analytical platforms upon which to run the models
- Extended derivative modeling platform to the risk management of mortgage servicing rights, making the bank the leading mortgage servicer to utilize state-of-the-art OAS models for MSR valuation and hedging
- Built front office trading team and managed MSR hedging
- Supported numerous acquisitions and integrations

*1990 – 1998 Vice President → Sr. Vice President*

- Quantitative Support of Corporate Investments including model building and development of proprietary computer system
- Portfolio management
- Risk management
- Note: there was a short period in 1991-1992 during relocation from Charlotte to Atlanta that I was not an employee. Provided consulting services for some of that interval

**Imperial Corporation of America**

San Diego, CA

*1987 – 1989 Corporate Senior Vice President and President of Trading Subsidiary*

- Ran quantitative trading operation
- Built models for Asset Liability Management

**University of Georgia**

Athens, GA

*1986 – 1987 Assistant Professor of Finance***Criterion Investment Management**

Houston, TX

*1985 – 1986 Quantitative Analyst***Federal Home Loan Mortgage Corporation**

Washington, D.C.

*1984 – 1985 Economist***Emory University**

Atlanta, GA

*1984 Visiting Professor of Economics***AFFILIATIONS**

---

*2010 – 2017* Member of U.S. Treasury Borrowing Advisory Committee of the Securities Industry and Financial Markets Association

## EDUCATION

---

### Massachusetts Institute of Technology

Cambridge, MA

1984 *PhD in Applied Economics*

- Dissertation – Stationary Overlapping Generations Economies with Production and Infinite-Lived Consumers.

### University of Georgia

Athens, GA

1980 *Master of Arts in Economics*

- Master Thesis – A Theory of Genuine Risk

1979 *Bachelor of Science in Mathematics*

## SELECTED PUBLICATONS

---

J. E. Hilliard, J. Kau, D. C. Keenan and W. J. Muller. "Pricing a Class of American and European Path Dependent Securities." *Management Science*, Vol. 41, Issue 12, December 1995: 1892-1899.

J. Kau, D. C. Keenan, W. J. Muller and J.F. Epperson. "The Valuation at Origination of Fixed Rate Mortgages with Default and Prepayment." *The Journal of Real Estate Finance and Economics*, Vol. 11, Issue 1, July 1995: 5-36.

J. Kau, D. C. Keenan, W. J. Muller, and J.F. Epperson. "Option Theory and Floating Rate Securities with a Comparison of Adjustable- and Fixed-Rate Mortgages." *Journal of Business*, Vol. 66 (4), 1993: 595-618.

J. Kau, D. C. Keenan, W. J. Muller, and J.F. Epperson. "An Option-Based Pricing Model of Private Mortgage Insurance." *Journal of Risk and Insurance*, Vol. 60, No. 2, June 1993: 288-299.

J. Kau, D. C. Keenan, W. J. Muller, and J.F. Epperson. "A Generalized Valuation Model for Fixed-Rate Residential Mortgages." *Journal of Money, Credit and Banking*, Vol. 24, No. 3, August 1992: 279-299.

J. Kau, D. C. Keenan, W. J. Muller, and J.F. Epperson. "The Analysis and Valuation of Adjustable Rate Mortgages." *Management Science*, Vol. 36, No. 12, December 1990: 1417-1431.

J. Kau, D. C. Keenan, W. J. Muller, and J.F. Epperson. "Pricing Commercial Mortgages and Their Mortgage-Backed Securities." *Journal of Real Estate Finance and Economics*, Vol. 3, Issue 4, December 1990: 333-356.

W. J. Muller and M. Woodford. "Determinacy of Equilibrium in Stationary Economies with both Finite and Infinite Lived Consumers." *Journal of Economic Theory*, Volume 46, Issue 2, December 1988: 255-290.

J. H. Mulherin and W. J. Muller. "Resolution of Incentive Conflicts in the Mortgage Industry." *Journal of Real Estate Finance and Economics*, Volume 1, Issue 1, March 1988: 35-46.

J. H. Mulherin and W. J. Muller. "Volatile Interest Rates and the Divergence of Incentives in Mortgage Contracts." *Journal of Law, Economics, & Organization* Volume 3, No. 1, February 1987: 99-114.

## Resume/Personal information

Who's Who in the World 22nd edition 2005  
Who's Who in America 58th/59th & 60th edition

Mr. William R. Galloway of the United States has been selected to be included in a biographical directory published by Marquis Who's Who, the leading biographical reference publisher of the highest achievers and contributors from across the country and around the world. Who's Who in the World list the top 57,000 global leaders from over 200 countries around the world and provides instant access to their personal profiles

Galloway, William Rodney, military officer; b.  
Warner Robins, Ga., June 21, 1966; . SSgt. USAF,  
1988-96; 5X US Mil. Hist. First.  
Single Edu; ARCRT ,R.T.(R) RET., ARRT 1993-97  
SLT 1988-89; ALS.(PME)1992  
ANG ALS (PME) leadership Instructor1992-96  
security clearances held; secret, top secret  
NCOIC Rad. Dept.116th Tac Hosp. 1992-94;  
116thHosp. unit Historian 1991-94;  
Research & development for RTR industries -present  
Awards; longevity service award,. Outstanding unit award,.  
CME Category 1 physicians recognition award AMA  
Assoc. AFA, NMFA, ASRT, American legion, GOP team leader.  
Political affiliation, Republican .; Religion, Christian.  
Primary Email:

William Rodney Galloway

Roswell, Ga 30075 .

cell

home

ARCRT ,R.T.(R) RET American registry of Clinical Radiological Technologist , reg. tech. (radiology) retired # upon request

ARRT American Registry of Radiologic technologist ( # upon request )

SLT Student leadership training

ALS.Airman Leadership School

(PME) Professional military education

NCOIC Non-commissioned officer in charge

RTR Relevant Time Research (employer identification Number upon request)

CME Continued medical education #upon request

AFA, NMFA, ASRT Air Force Assoc., National Military family Assoc., American Society of registered technologist

# William Knight Scott

Atlanta, GA 30306

## Education

The George Washington University Law School, Washington, DC

J.D., May 2011

University of North Carolina at Chapel Hill, Chapel Hill, NC

B.A., Journalism; News-Editorial Sequence, May 2007

## Bar Admissions

Georgia Bar, North Carolina Bar (inactive)

## Experience

### **Georgia Department of Law**

March 2017-present

*Assistant Attorney General*

- Defend the State in civil litigation in state court
- Serve as lead counsel at trial and in mediations
- Manage caseload of between 25 to 35 cases at a time
- Draft and argue motions to dismiss, motions for summary judgment, and other motions
- Take and defend depositions
- Draft briefs considered by the Georgia Court of Appeals

### **DeKalb County Law Department**

September 2015-March 2017

*Assistant County Attorney*

- Defended the County in civil litigation matters in state and federal court, including the Georgia Court of Appeals and the Georgia Supreme Court
- Represented the County in administrative hearings related to personnel decisions
- Drafted ordinances to be considered and passed by the Board of Commissioners
- Provided legal opinions to members of the DeKalb County government
- Defended the County in tax appeals

### **Busch White Norton**

February 2012-September 2015

*Associate*

- Drafted motions, pleadings and notices, and performed research for litigation matters
- Drafted agreements and ancillary documents for corporate and real estate transactions
- Represented money services businesses, including advising clients regarding state regulatory frameworks, analyzing pending legislation, and assisting clients with licensing procedures.
- Prepared and filed organizational documents for limited liability companies
- Drafted documents and records to be filed in real estate transactions

### **Paley, Rothman, Goldstein, Rosenberg, Eig & Cooper**

Fall 2011

*GW Law Road to the Future Fellow*

- Drafted litigation pleadings, including complaints, motions to dismiss, and answers

## **Associations**

- Stonewall Bar Association, Atlanta Bar Association