

Adrian J. Thomas, CGFM*, EA**



Summary of Qualifications

Pro-active and results-focused combat veteran uniquely qualified, searingly aware, and armed with solutions to acute issues plaguing the Department of Veteran Affairs and Federal government; who is best suited to succeed the outgoing chairman of the Veteran Affairs committee and United States Senator from Georgia; Johnny Isakson.

Certifications

***Certified Government Financial Manager**
****Enrolled Agent**

Education

Master of Taxation, Nova Southeastern University, FL

Bachelor of Business Administration in Accounting, Augusta State University, GA

Relevant coursework:

- Financial Accounting Theory I & II
- Advanced Accounting
- Cost Accounting
- Accounting Information Systems
- Auditing
- Governmental Accounting
- Business Law
- Accounting Ethics
- Accounting Research
- International Accounting

Computer Skills

- Microsoft Word
- Microsoft Excel
- Microsoft Access
- Money Guide
- Case-ware Audit Work papers
- CCH/RIA
- Intuit Pro Connect

Academic Awards

- 2007/2008 Florida Institute of CPAs Educational Foundation Scholarship Award

Military Service

- Received Honorable Discharge 1994

Military Awards

- Kuwait Liberation, Southeast Asia medal w/3 Bronze stars, and Army Expeditionary Medal.

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Work Experience

Civilian Payroll Technician GS 544-7

12/10/18-Present Department of Veteran Affairs Atlanta, GA

- I research and code changes to employees Master Record, including such items as Federal taxes, health insurance, uniform allowances, and subsistence.
- I make complex pay adjustment which may involve transfers between pay systems differing in pay, leave, and benefit entitlements and which may be retroactive over an extended period of time.
- I conduct semi-annual desk audits of unit timekeepers and prepare written assessments of audit findings, which are forwarded to management officials for any corrective action required.
- I answer inquiries from timekeepers, HR offices, State Unemployment Office, financial institutions, mortgage companies, and Treasury Department, IRS, and employee union representatives.

Medical Support Assistant GS-679-6

10/2010-12/2018 Department of Veteran Affairs Atlanta, GA

- I schedule appointments within 14 days of the determined desired date. I cancel and reschedule appointments based on correct scheduling protocols.
- I coordinate daily outpatient scheduling for all new and established patients.

Staff Auditor \$45,000 per year

4/2008-7/2009 Nearman, Maynard and Vallez, CPA's Fayetteville, GA

- As a staff auditor for NMV, I planned and conducted financial audits of Credit Unions (CU) in accordance with Generally Accepted Auditing Standards (GAAS) and National Credit Union Administration (NCUA) rules and procedures. In addition to the financial audits I would conduct Agreed-Upon Procedures which focused on more specific procedures and audit objectives (determined by the auditor) agreed upon with the CU.
- As an auditor in public accounting specializing in the financial industry, I planned for and conducted financial audit and agreed-upon procedures, reviews and testing procedures on specific audit objectives.
- As part of my pre-engagement planning, I developed and/or identified techniques or methods to use in gathering data and documentation to a variety of diverse and complex activities based on prior period audits and industry guidelines. I would gather and analyze information obtained through observation of cash handling, document review of loan underwriting, previous audit reports and findings, institution written policies and procedures as it related to loan underwriting, collections, and repos, financial/accounting records including but not limited to fixed assets.
- I would conduct interviews and obtain necessary background information to assist in the audit approach or gain an understanding of controls regarding loan issuance, valuation of credit-worthiness; cash vault procedures and teller functions.
- At the conclusion of each audit, I would draft findings, conclusions, and recommendations ensuring that the work performed adequately through prepared work papers and schedules documenting findings supported conclusions reached, and recommendations are consistent with the audit objectives and report to be issued.
- I conducted audits of state and federally chartered Credit unions for compliance with Generally Accepted Accounting Standards (GAAP) and National Credit Union Association rules and regulations.
- As a staff auditor, my travel was 65% of the year. Hours worked were 55-60 per week.

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Accountant III \$35,000 per year

7/2005-4/2008 Florida Department of Corrections Fort Lauderdale, FL

- I conducted annual physical inventories of all prisons in the South Florida region, as part of an auditing team.
- I had the responsibility for processing vouchers and paying invoices of Department of Correction's vendors.
- I had the responsibility of compiling, categorizing, calculating, tabulating, auditing, verifying, and/or processing payable related data.
- I performed periodic reconciliation of vendor invoices against direct orders (order request) to pay for requested property.
- I utilized My Florida Market Place and Flair Accounting Information Systems.

Financial Examiner/Analyst \$32, 000

3/2004-6/2005 Florida Department of Financial Services West Palm Beach, FL
Bureau of Securities Regulation

- Examined books, records, and brokerage contracts for brokerage firms and investment advisors and other securities licensees to determine compliance with Federal, state, and self regulatory organizations (SRO's) statutes, laws, and regulations.
- Investigated unusual findings and recommend corrective action.
- Analyzed applications and exhibits that support applications for registration of securities by verifying that the proposed sales would not be fraudulent, that the users' businesses are based upon sound business principles, and that the proposed sales prices are fair.
- Assisted with the activities of senior level examiners of securities completing certain portions of the exam. I determined of compliance status of securities and brokerage firms with the applicable laws/regs.

Accountant GS 510-9

12/2001 – 3/2004 Department of Veteran Affairs Augusta, GA

- I participated in the internal audits of Fiscal programs; performed vulnerability assessments, systematic internal reviews, quality assurance programs, fund control point audits, and other program audits involving cost.
- I worked closely with lead accountants and supervisory accountant in providing advice for the Financial Management System (FMS) and Integrated Funds Distribution, Control Point Activity, Accounting Procurement (IFCAP) The aforementioned accounting systems are the primary systems by the Department of Veteran Affairs.
- I would advise supervisor and/or lead accountants on training needs for the next tier accounting personnel (i.e. accounting technicians, accounts receivable assistants, voucher examiners and fund control point contacts.)
- On a monthly basis, I communicate my findings, status, and recommendations as I would review the VA 880 and 887 reports for exceptions regarding cost centers and budget object codes. On occasion, an obligation would contain a cost center not applicable to that obligation. Or I would encounter an exception that had a budget object code for the purpose of the expenditure (obligation). Under both scenarios, I would have to refer VA Accounting Regulations, analyze the purpose of exception codes and determine if they were appropriate for the expenditure.

ALLISON CLEMENTS, CPA

SUMMARY

Constitutional Conservative who feels called to serve our country in the U.S. Senate. My professional background is focused on serving the public, most recently by ensuring the financial stability of the second largest wholesale water provider in Georgia. My commitment to public service and status as a licensed CPA are the backbone of my belief that public servants and elected officials should work to responsibly use taxpayer dollars. I recognize that the government does not earn its own income; instead, it places the burden of funding on taxpayers who work hard to earn their income. Those elected to serve the people must remember who earns the government's revenue and use it to yield the maximum benefit possible for the taxpayer. As a strong believer in the Constitution and a supporter of the Second Amendment, I would work to protect Georgia values, communicate Conservative principles to all willing to listen, and show that Conservatives are interested in ensuring that everyone keeps more of what they have worked so hard to earn, not in lining the pockets of corporations. Every life is important, and Georgia deserves to be represented by someone who values each person and their hard work.

EDUCATION

Master of Accountancy, 2017 - Shorter University / Rome, GA

Bachelor of Business Administration, 2012 - McKendree University / Lebanon, IL

PROFESSIONAL LICENSE

Certified Public Accountant – State of Georgia

PROFESSIONAL EXPERIENCE

Director of Finance

March 2017 – Present

Cobb County-Marietta Water Authority

- Manage daily operations of Finance, Accounting, and Information Technology divisions
- Contribute to the development and implementation of multi-year strategic plan to ensure organization can continue to provide sustainable and reliable drinking water that supports public health, public safety, and the economic vitality of our region
- Oversee development and management of annual operating budget with \$90 million in revenue and capital budget of \$69 million
- Maintain and use cash flow model to analyze impact of \$280 million five-year capital improvement plan and proposed rate increases on future cash position
- Manage \$190 million investment portfolio including CD's, money market accounts, and U.S. government backed securities
- Prepare, analyze, and present monthly and quarterly financial reports and executive summaries to staff and Board Members
- Comply with all government accounting regulations including coordination of annual external audit

Accomplishments:

- Received GFOA Distinguished Budget Award for 2018 and 2019 budget documents
- Received GFOA Excellence in Financial Reporting Award for 2017 and 2018 Comprehensive Annual Financial Reports
- Serve as an ongoing mentor for employees pursuing an education while employed full-time

ALLISON CLEMENTS, CPA

Accountant

August 2015 – March 2017

Cobb County-Marietta Water Authority

- Performed all accounting tasks for department including journal entry preparation and posting, accounts receivable reconciliation, and revenue posting
- Monitored all cash activity and reconciled bank accounts monthly
- Prepared monthly billing to wholesale water customers

Senior Accountant

April 2014 – August 2015

City of Powder Springs, GA

- Assisted staff accountants and Utility Billing department with complex accounting issues and account reconciliation
- Reviewed payroll processing for accuracy and balanced all benefit liabilities
- Reviewed all journal entries and revenue receipts generated by staff accountants
- Reviewed Quarterly Federal Tax returns, W-2's, and 1099's for accuracy
- Collected and recorded court fines, stormwater fees, and property tax payments

Accountant (2010-2012) / Assistant Finance Director (2012-2014)

April 2010 – March 2014

City of Mt. Vernon, IL

- Supervised daily operations of Finance and Utility Billing departments
- Prepared and monitored annual operating and capital expenditure budgets
- Processed payroll including Quarterly Federal Tax Returns and W-2 filings
- Managed City's self-funded health insurance program
- Prepared monthly reports on revolving loan, TIF, tax collections, and retirement programs
- Analyzed financial information to provide reports and recommendations to Director

Accountant

April 2010 – March 2014

Mt. Vernon Police Pension Board - Mt. Vernon, IL

Managed pension benefit program for Police Department retirees and surviving spouses. Calculated and disbursed monthly benefits, reconciled and tracked investment activity, and prepared monthly report for board meetings. Transferred all data from physical ledgers to accounting software, allowing for accurate and complete financial records in line with accounting standards.

Records Clerk

March 2008 – April 2010

Mt. Vernon Police Department - Mt. Vernon, IL

Maintained all departmental files including traffic accident reports, citations, arrest records, and case files. Compiled statistical data for monthly and yearly Uniform Crime Reports for state and federal government. Monitored departmental budget line items for new hire training, uniforms, and prisoner housing. Prepared biweekly timesheets for department and maintained internal personnel training records.

Product Marketing Management

- Attended industry specific conferences and tradeshow as the SME for eCommerce
- Product training expert for internal sales teams and external prospective clients and Partners
- Partnered with Creative Services to design and manage the eCommerce Partner Directory
- Created eCommerce Partner communication - New releases, product updates, operational alerts, etc.
- Modernized the developer/merchant experience for the Payeezy Gateway
- Supported the eCommerce Business Development team as a SME
- Directly responsible for the growth of our integrated Partnerships

Technical

- Roadmap Delivery and Major Enhancements – Full product lifecycle from concept to commercialization for eCommerce gateway solutions
- Apple Pay's In-app payments capability

Product Manager, Cyber Security (Global Regions)

June 2012 - May 2013

- Managed the expansion of the TransArmor tokenization and encryption product opportunities internationally
- Successfully built revenue projections, consult with impacted IT groups and others to determine CAPEX/OPEX cost.
- Orchestrated JAD sessions with key members of the Global Infrastructure (IT) Groups from multiple international regions.
- Worked with stakeholders to create sprint goals/objectives for product expansion
- Created extensive business requirements by working with cross-functional teams and detailing use cases with multiple alternative scenarios.
- Comfortable navigating complex Demand Management systems
- Key interface between business units – operations and technology, marketing, and product groups as it relates to TransArmor in the European, Asia Pacific, Canadian, and Mexico/Latin America regions
- High comfort level of working with international channels/teams and being a sales voice for the product.
- Roadmap Initiative Leader – (In addition to TransArmor global), collaborated on Universal Commerce, Mobile Wallets, and managed vendor relationships.

World Pay Corporation, Atlanta, GA

Business Operations Manager

2011 –2012

- Successfully managed Talent Acquisition for multiple regions throughout the US
- Key player in rolling out 2012 vision and new direction of Talent Acquisition & Management strategy
- Redefined existing WorldPay asset – Taleo. Implemented a recruiting process to eliminate manual tracking, ensure data integrity, deliver efficient reporting tools, and allow for accurate pipeline management. Delivered training on this tool to corporate and small business recruiting teams.
- Designed process and electronic material for potential clients – Nature of the Role, Prospecting, and Compensation Structure for two lines of business, Bank Alliance and SBU (Small Business Unit).
- Created and Delivered Onboarding for new internal customers – Who we are, what we do, unique position in the market, service offerings, ongoing training and support.

Speaking Engagements and Affiliations

- Georgia State Innovation Radio Show September 2019
- Merchant Risk Council, 2019
- Any other speaking engagements?
- Women's Leadership Council, First Data –Leadership position – Current
- WIT (Women in Technology) – Current member
- W.Net (Women's Network in Electronic Transactions) – Current member
- Northside Youth Organization – Board Member (2012-2017)

BEN H. DILLARD, CPRP, MPA

Education

Master of Public Administration
University of Georgia, 2008

Bachelor of Sport Management
University of West Georgia, 2005

Professional Experience:

*Assistant Director, **Brookhaven Parks & Recreation**: APRIL/2019-PRESENT*

Brookhaven, Georgia

Manage day to day operations of fledgling agency with forty-million-dollar bond for park improvements. Able to create new Operations and Procedures manual and direct mission for department to focus on maintaining a healthy community. Given the directive and support to lead with innovative program design and collaborations with local organizations, schools and neighborhoods. Creating the first of its kind, Department of Youth Empowerment Services, Brookhaven will say Y.E.S. to cradle to career programs.

*Recreation Supervisor, **Gainesville Parks, Recreation & Cultural Affairs**: JULY/2014-APRIL/2019*

Gainesville, Florida

Inter-agency department head in charge of all recreation and education programming for nationally accredited municipal agency with a \$7,000,000 annual budget serving over 100,000 citizens. Supervises 12 FT and 34 PT direct report employees in five centers to manage after school Foundations, Summer and Day Camps and Nature Parks and Environmental Education programming. Developed SOP and curriculum for programs, manage budget and personnel. Created national model for after school and day camp programming for K-8 grade. Represents city government with the Alachua County Healthy Communities Initiative and Community Sciences Coalition to partner with United Way, University of Florida, Alachua County School Board, Gainesville Police Department and Friends of Nature Parks to establish this innovative program and study.

*President, **Recreation Management Consulting Group**: MAY/2013-PRESENT*

Athens, Georgia

Created consulting firm to partner with municipal recreation agencies to enhance productivity and increase efficiency. Primary focus involves financing public works projects and developing and analyzing design concepts. Utilizing over seventy combined years of experience to study human resources, financing, labor, programs and utilities. Currently installing a \$30,000,000 bond referendum Natatorium Project and multi-use field complex. Under confidentiality agreement, however, multiple client information available for vetting.

*General Manager, **Dollar General Corporation**: NOVEMBER/2011-MAY/2013*

Athens, Georgia

General Manager for 10,000 square foot retail store with over \$2,000,000 in annual sales. Location is District flagship select store in downtown Athens, Georgia. Manage inventory control and place orders. Handle advertising and outside sales and marketing. Responsible for all personnel, scheduling, employee training, budget and cash handling, promotions and sales. Rotate and set displays to corporate model and selected to lead district in Literacy Foundation activism. Developed new employee training incentive program, lowest shrink in region, candidate for District Manager.

*PhD Student, **University of Georgia Recreation & Leisure Studies**: AUGUST/2010-DECEMBER/2011*

Athens, Georgia

Entered program to enhance education and learning for profession, develop research and teaching. Served as Graduate Assistant lecturer for Grant Writing, Financial Management, Budgeting and Event Planning. Currently working on two manuscripts; "*Jealous of Bears: the Motivation and Consequences of How We Spend Our Leisure Time*" and "*The Recreation Bible: a Comprehensive Guide to Recreation Management*". Also serving the City of

Jefferson Parks & Recreation Department as a consultant for grant writing and park planning. Current projects include new field facilities, programming and funding for after school and child care facilities. Progress in both areas is ongoing.

*Director, **Carroll County Parks and Recreation:** JULY/2008-JUNE/2010*

Carrollton, Georgia

Department Head for municipal agency with 2,000+ acres on seven parks serving 110,000 into diversified leisure services organization for seniors, children and families, adults, natural resources and special populations. \$1,400,000 operating and \$6,000,000 capital budget with 10 FT and 150 PT employees. Underwent new master plan implementation to provide multi-use programs and facilities county-wide including over one million in grant applications. Implemented new adaptive sports programs and minority mentor program for teens and innovative after school program, working with various local community groups. Added 36 new programs, invented unique revenue sources, developed new convention center, indoor sports facility, interpretive museum and partnerships with multiple local and state agencies and city cooperatives to enhance programming.

*Director, **Jefferson Parks and Recreation Department:** SEPTEMBER/2005-JULY/2008*

Jefferson, Georgia

Department Head for municipal agency. Coordinating new 99 acre, 5.2 million dollar facility, 7 parks and 188 total acres, \$1,600,000 capital budget, and staff of 8 FT and 150 PT. Created new website for community input, information and online registration. Developed and operated City owned radio station. Authored new policy and procedures manual. Designed master park plan for existing facilities renovations. Developed County-City joint services project including \$30,000,000 bond referendum, Created new parent orientation and coach's clinics for all sports. Developed state-wide wage and salary survey for GRPA. Responsible for budget, policy, rules, and administration of department.

*General Manager, **Cheers Fine Wine & Spirits, Inc.:** MAY/2005-SEPTEMBER/2005*

Carrollton, Georgia

General Manager for 10,000 square foot retail store. Handled budget, payroll, deposits, created policy, hired personnel. Responsible for purchasing, advertising, marketing and store layout. Hired pre-construction to complete building and open facility.

*Athletic Director, **Carroll County Parks and Recreation:** MARCH/2001-MAY/2005*

Carrollton, Georgia

Operator of all functions within the recreation department, including purchasing, budgeting, hiring, programming, maintenance, and planning. Designed website, upgraded concessions, wrote county rule book, designed park expansion and developed a needs assessment study with West Georgia Sport Marketing for special purpose local option sales tax. Additional participation with the North American Society for Sport Management, National Youth Sports Safety Foundation, American Association for Leisure and Recreation and the American Alliance for Health, Physical Education, Recreation and Dance. Managed all active parks and programs, acted as year-round tournament director.

*Program Supervisor, **Carrollton Parks and Recreation:** OCTOBER/1999-MARCH/2001*

Carrollton, Georgia

Supervised athletic programs and facilities. Managed youth baseball, fastpitch softball and all basketball, and coached football and softball. Coordinated with high school for programs and facilities.

*General Manager, **AutoMoney, Inc.:** MARCH/1997-SEPTEMBER/1999*

Winter Garden, Florida

Operated a chain of Orlando loan offices. Recruited, trained and was responsible for all disciplinary action, secured leases, developed marketing campaigns, supervised collections and sales, including new Internet sales products to the industry.

*Owner and Broker, **Hollywood Realty, Inc.:** JANUARY/1995-MARCH/1997*

Windermere, Florida

Set all policy, managed sales associates, handled escrow accounts, collected payments from renters and leasees. Had \$25,000,000 in listings as sole proprietor.

*Realtor, **Century 21/Professional Group, Inc.:** 1989-1994*

Orlando, Florida

Represented Chinese Government, World's largest dairy farmers (Masstock Dairies, dba Mazerene, Inc., formerly Atlanta Dairies in U.S., now Parmalet), world's largest electronics wholesaler (Accele Electronics), Miller Nationwide, Lake Buena Vista Hospitality, and others in hotel acquisition, and Restaurant Owner Z-Mans, Inc.

Funded Grants

- **Black Jack Mountain Park, 2010**
Amount: \$650,000
Responsible for application and submittal and Park Master Plan to Recreation Trails and Highways Program with the Georgia Department of Natural Resources to construct park and trail system in Carroll County.
- **Jefferson Tee Ball Complex, 2007**
Amount: \$40,000
Responsible for submittal and Park Master Plan to Department of Natural Resources to construct youth facility in Jefferson.
- **After School Program, 2006**
Amount: \$5,000
Developed after school program at Jefferson and secured funding from the Georgia Department of Children's Services to provide meals to participants year round.
- **West Orange Girls Club, 1999**
Amount: \$100,000
Sold pre-existing land to Sysco Foods and acquired grant from Orange County Board of Commissioners to construct new 8 field complex in Orlando for girls' softball.
- **BASE Camp Children's Cancer Foundation**
Amount: \$10,000
Prepared supplemental funding grant to forward the mission of BASE Camp's program and goals.
- **NRPA/Walmart Nutrition Grant, 2015-18**
Amount \$45,000
Funding to increase capacity to feed by adding seating capacity and included new program curriculum to increase health and nutrition awareness for youth. Allowed for additional staffing and fixtures. This grant literally changed our food program and health education
- **Plum Creek Foundation, 2015**
Amount: \$7,000
Allowed for the purchase of 20 computers and peripherals to create computer labs in several inner-city centers.
- **Program Grants, 2006 – 2018**
\$3,200 from NRPA for Wildlife Adventures Program
\$2,000 seed grant to implement Youth Golf from NRPA
\$1,000 from the Department of Health to implement Wii Fit classes
\$500 from the American Archery Association
\$500 from the USTA to implement Tennis
\$500 from Georgia Department of Fish & Wildlife to implement fishing
\$2,000 from United Way to create reading program and establish "Book Nook" Program
\$5,500 from local Realtor to fund summer camp tuition for inner-city centers

Design and Construction:

- **Lake Seaton Park – Carroll County**
Created architectural site and building plans for in-house county project at Lake Seaton including parking, concessions/restrooms, boat ramp, lighting and pavilions. Also acted as site supervisor. Completed by county inmate crews in 2009. (\$125,000)
- **Carroll County Athletic Complex – Carroll County**
Created architectural site and building plans for in-house bond expansion project for main facility including two baseball fields, two multi-use fields, regulation track, two concession buildings, score tower, drainage, playgrounds, and signage. Acted as project manager. Completed by inmate crews in 2010. (\$3,000,000)
- **Football Field & Concession Project - Carroll County**
Designed building and site plans for football field project at Carroll County Athletic Complex. Completed by inmate crews in 2004 for \$175,000. An additional phase was created and completed by inmates crews in 2009. (\$100,000)
- **Tee Ball Athletic Complex – Jefferson**
Created Master Site Plan and Grant Proposal to the Department of Community Affairs for the submission and

eventual granting of \$40,000 project to construct park at Jefferson City Park, with four tee ball fields, concessions. Completed by staff in 2006.

- **Softball Complex – Ocoee, Florida**
Acted as project developer and broker for project to construct 8 field complex for youth girls softball in Ocoee, Florida. Acquired \$100,000 in grants and sold existing property to fund project. Completed in 1997. (\$800,000)
- **Athletic Complex – Jefferson**
Acted as project manager for the City of Jefferson for the completion of the 100 acre recreation complex. Developed multiple line-changes for City favor. Completed in 2006. (\$5,000,000)
- **Black Jack Mountain Park – Carroll County**
Created Master Site Plan and Grant Proposal to the Department of Natural Resources for the submission and eventual granting of \$650,000 project to construct park at Black Jack Mountain.
- **Sharp Creek Park – Carroll County**
Developed Master Site Plan for 450 acres located on the Little Tallapoosa River for recreation facility in Carroll County.
- **Gymnasium Project - Carroll County**
Created architectural building plan for 20,000 square foot gymnasium and office complex at the Carroll County Athletic Complex. Completed by commercial developer in 2006. (\$2,200,000)
- **After School Facility - Carroll County**
Designed renovation plan for 8,000 square foot facility to be converted to classrooms for use as an after school facility. Completed by inmate crews and staff in 2009. (\$150,000)
- **County Natatorium Project - Jefferson/Jackson**
Designed site and architectural plans for 16,000 square foot natatorium to establish need for Bond Referendum and Joint Services Agreement. (\$8,000,000)
- **Gymnasium & Auditorium Project - Carroll County**
Designed site plan and building plans for 6 court basketball, gymnasium center and indoor track for Carroll County. (\$16,000,000)
- **Clarence R Kelly – Gainesville**
Hosted community workshops and focus groups and developed new 5,000 s.f. community center and adjacent park master plan to facilitate community needs. Project funded from 2017 tax referendum (\$1,750,000)
- **FEMA Coordinator – Carroll County**
Carroll County suffered extensive flood damage to over 1,000 acres of property during the flood of 2009. Acted as project manager for recreation properties and liaison with FEMA for inspection, construction and distribution of emergency repairs and funding.

Educational/Teaching Experience:

RLST 7130 – Event Management, Graduate Instructor
Department of Leisure Studies, University of Georgia
Spring 2011

RLST 5020/7020 – Budgeting and Grant Writing; Graduate Instructor
Department of Leisure Studies, University of Georgia
Fall 2010

MAN 4102 – Human Resource Management, Guest Lecturer
Department of Business, Santa Fe College, Summer 2007

Professional Registrations/Certifications

Certified Park and Recreation Professional (CPRP)
National Recreation and Park Association

Certified Youth Sports Administrator (CYSA)
National Alliance for Youth Sports

Certified First Responder & Trainer (CPR/AED)
American Heart Association

Certified Substitute Teacher

Jefferson Board of Education

Certified High School Coach (GHSA)
Georgia High School Association/Carroll County School Board

Certified Crowd Manager (IAVM-TCM)

LEAN Six Sigma Certification

Professional Service

Assistant Professor, University of Georgia (2010)
Leadership Jackson Chamber of Commerce (2007)

GRPA State Public Policy Committee and Washington Delegate (2005-2008)

GRPA State Editorial Committee (2009)

GRPA Planning & Design Committee (2003-2005)

GRPA State Awards Committee (2004)

GRPA 4th District Secretary (2003-2005)

GRPA 4th District Supplement Committee (2004-2005)

GRPA Council on Youth Sports, State Committee (2003-2005)

GRPA State Convention Moderator (2004)

FRPA State Convention Speaker (2016)

BASE Camp Children's Cancer Foundation Board Member (1997-2002)

National Alliance for Youth Sports, Clinician (2001-2007)

Governor's Council on Greenspace Preservation (2002)

West Georgia Sport Marketing (2003-2004)

Jefferson Recreation Advisory Board, Chairman (2005-2008)

Carroll County Recreation Advisory Board, Chairman, (2008-2010)

Gainesville Youth Gang Task Force (2014-2017)

Santa Fe College Strategic Youth Initiative (2014-2017)

Play by Play Radio Announcer for High School Football
WJJC, Commerce, Jefferson High School, 2005
WDRG, Jefferson, Jefferson High School, 2006-2007
WCEN, Carrollton, Central High School, 2008-2009

Professional Memberships:

National Recreation and Parks Association (NRPA)

Florida Recreation and Park Association (FRPA)

Georgia Recreation and Parks Association, prev. (GRPA)

United States Tennis Association (USTA)

USA Track & Field (Gymnastics & Wrestling)

The Economist: Economic Intelligence Unit (EIU)

Research and Technical Reports:

Research:

- **Privatization of Public Services Analysis - UGA Course Study for RLST 6020**
Analysis comparing the benefits and weaknesses of the efficiency of providing public sector services in house versus through municipal agencies.
- **Logic Model Applications to Municipal Recreation - UGA presentation for RLST 9330**
Analysis of the Kellogg Logic Model approach to recreation business structure
- **State Wide Salary and Wage Study - Georgia Parks & Recreation Association**
State wide study of the wage, salary and budget comparisons for each municipal recreation department in the state of Georgia.
- **Carroll County Needs Assessment Study**
Two year research project analyzing the services and needs of the citizens of Carroll County.
- **Carroll County Master Park Plan**
Complete Master Park Plan for Carroll County compiled using the data from the Needs Assessment Study
- **City of Jefferson Needs Assessment Study**
Two year research project analyzing the services and needs of the citizens of Jefferson.
- **City of Jefferson Master Park Plan**
Complete Master Park Plan for Jefferson compiled using the data from the Needs Assessment Study
- **Carroll County Rule Book**
Wrote, edited and published four annual editions of a rule book for use throughout all nine recreation departments in the west Georgia area participating in baseball and softball in order to develop uniformity.
- **Understanding the *Structure of Scientific Revolutions***
Participant study through The Foundation for Research to examine the structure of scientific revolutions and whether the same philosophy can influence a community to seek change in the way it focuses on community health and cohesion.
- **Cities Survey, Lincolnton, Louisville & Macon - GMA Case Study**
Analysis of city services, personnel and budgets for three Georgia cities for presentation to GMA at the University of Georgia.
- **“Don’t Get Hurt In Georgia” – Job Related Research**
An examination of the Georgia Recreation Protection Act and Sovereignty Doctrine with regard to the impact of liability on municipal employees and constituents.
- **“Curing Poverty” – Job Related Research**
A Historical look at solutions to poverty in America and what can be done on the community level to eliminate problems stemming from localized poverty issues.
- **“Big Bucks Herd Big Rams” – Job Related Research**
An examination of facility naming rights, the impacts on local economies and whether this process can be transferred to scale for small cities, specifically parks & recreation.

Technical Projects:

- **Jefferson Recreation Policy and Procedures Manual**
Authored 300+ page policy and procedures manual for the City of Jefferson Recreation Department that organized all elements of the department. This SOP was adopted by the Jefferson City Council.
- **Carroll County Policy and Procedures Manual**
Authored 300+ page policy and procedures manual for the City of Jefferson Recreation Department that organized all elements of the department. The SOP was adopted by the Carroll County Recreation Board.
- **Gainesville Employee Handbook**
Authored 200+ page employee handbook for Education Section employees that details daily operations and procedures that align with City Employee Manual.
- **Joint Service Agreement**

Responsible for writing and organizing agreement between Jackson County and City of Jefferson for \$30,000,000 Bond Referendum to construct new facilities throughout county.

- **Joint Services Agreement**
Developed agreement between Carroll County and the Carroll County Water Authority authorizing utility round up service for park funding.
- **Joint Services Agreement**
Responsible for organizing agreement between Jefferson Recreation and the Jefferson Board of Education as well as between Carroll County Recreation and West Central Technical College for shared multi-use gymnasium facility, agreement and plans.
- **Joint Services Agreement**
Responsible for developing and implementing agreement between Carroll County Recreation and the Georgia Department of Natural Resources for shared use. Operation and eventual sale of John Tanner State Park.

Innovations:

- Created new joint city-county Youth Services Department from information gained during hosting and writing 6-month community seminar and forum called the Youth Summit. Brought 100 community leaders together and submitted information gathered to both city and county commissioners that led to funding a new position for youth programs and information.
- Consolidated community Organizations around Carroll County and small city boards into unified recreation department.
- Created "Radio Jefferson", publicly owned radio station to provide information to the community and revenue for the department.
- Established Junior Recreation Advisory Board for high school seniors to learn public service.
- Developed After School Program that emphasizes nutrition, education and mentorship, expanding the reach of programming to teenagers and preparing kids for vocation.
- Authored and implemented Parent Orientation Program to indoctrinate participants into Department philosophy.
- Established Recreation Advisory Board as a 501 (c) (3) private charity to raise funding and apply for grants for scholarship.

Presentations:

All presentation written, prepared and presented by Ben Dillard

- Convention Seminar & Speaker, *There is a New Sheriff in Town, Innovative Programming for a Successful Department*, GRPA State Convention, 2007
- Convention Speaker, *National Certification Guidelines*, FRPA State Convention, 2016
- Parent Orientation Program, weekly from 2006-2017
- Gainesville Citizen Centered Committee, 2014-2017
- League of Women Voters, Park Planning in Carroll County, March, 2010
- Kiwanis Club of Villa Rica, Keeping Kids Out of Trouble in Carroll County, 2009
- Kiwanis Club of Carrollton, Update on Carroll County Growth, 2009
- Friends of McIntosh, Passive Park Planning in Carroll County, 2008
- Rotary Club of Jefferson, Who is Jefferson Recreation? 2006
- Rotary Club of Carrollton, Who is Carroll County Recreation? 2008
- Keep Carroll Beautiful, Nature in Carroll County Parks, 2008
- Lions Club of Jefferson, Who is Jefferson Recreation? 2006

Special Events:

- Event Coordinator: Pop Warner National Championships at Disney's Wide-World of Sports, Orlando Florida, 1997-1999
- Event Manager: Bill Gentry Concert at Carroll County Recreation, 2010
- Event Manager: Dizzy Dean Georgia State Championships, Carroll County, 2009
- Event Coordinator: Relay for Life, 2005 & 2009
- Event Manager: GRPA State Championships, 2001-2008
- Event Manager: Jefferson Idol, 2007

- Associate Producer, Transportation Coordinator, Actor: **The Gator King**, Feature Film through Universal Studios; Antonio Fargas, Jay Richardson, Joe Estevez, 1997.
- Coordinator for Active Streets: Bi-annual City Festival, 2014-2017
- Event Organizer: Annual Back-to-School Back Pack and Supplies give-a-way, 2014-2017

Publicity:

- *Athens Banner-Herald*, Cover Story by Lee Shearer, July 16, 2007, et al.
- *Gainesville Sun*, Cover Story by Joe Brown, July, 2016
- *The Guardian*, Cover Story by Aida Mallard, "Top Chef Competition", et al stories, 2015-2017
- *Athletic Business Magazine*, "New Waves for Revenue" by John Nixon, November, 2007.
- *Jackson Herald*, Cover Story by Mike Buffington, October, 2006, et al.
- *Living Jackson Magazine*, "Jefferson Recreation is Tops" by Becky Moreland, Sept/Oct 2007
- *Parks & Recreation Business*, "Recreation Hits the Airwaves" by Jesse Plate, August, 2007.
- *Parks & Recreation Magazine*, "On-Air Innovation" by David Chelan, January 2008.
- *Times-Georgian*, Cover Story by John Boan, May 2009, et al.
- *WNEG*, Channel 35, Feature Story, "Radio Jefferson is on the Air" August, 2007

Continuing Education:

Management Training Course, Dollar General Corporation, 2012
Public Health Fundamentals, Certificate Program, University of Indiana (online), 2017
Grant Institute at Georgia Tech, April 2006
GRPA Leadership I & II, Carl Vinson Institute, 2004
Introduction to Grant Project Budgets, Foundation Center 2018
Introduction to Finding Grants, Foundation Center 2018

Honors and Awards:

- Disability and Achievers Organization Award 2009
- Police Service Award, Gainesville Police Department 2019
- Community Service Award, Gainesville 2018
- Carroll County Lion Award Winner 2008
- GRPA District 7 Agency of the Year (as Director) 2007
- GRPA District 7 Agency of the Year (as Director) 2006
- GRPA State Agency of the Year (as Director) 2006
- GRPA State Innovative Program of the Year Award (Parent Orientation Program; author) 2006
- GRPA District Athletic Professional of the Year, 2002
- Century 21 Centurion Award Winner 1993

Cooperative Affiliations:

Partners for Programs and Grant Writing

- American Legion Post 143
- AmVets Post 99 Carrollton
- Carroll County Board of Education
- Carroll County Boy Scouts
- Carroll County Child Advocate's Office
- Carroll County Housing Authority
- Carroll County Magistrate Court
- Carroll County Sheriff's Department
- Carroll County United Latinos
- Carrollton & Villa Rica Kiwanis
- Friends of McIntosh
- Georgia Department of Corrections
- Georgia Department of Natural Resources
- Jackson County Boys and Girls Club
- Jackson County Sheriff's Department
- Jefferson Board of Education
- Jefferson Police Department
- NAACP Re-entry Program
- Gainesville Police Department
- United Way
- Tobacco Free Florida
- University of Florida
- New Hope Boys Home
- Regional Ga Departments of Health

- University of Georgia
- University of Florida
- University of West Georgia
- West Georgia Technical College
- Innovative Dads
- Alachua County Sheriff's Office
- Santa Fe Community College

- Peaceful Paths
- Community Bank & Trust
- Aces-in-Motion
- We the People Theatre

Bill Hembree



Family

Bill and his wife, Beth are both natives of Georgia. They have married for 28 years and have three sons.

William A. Hembree, Jr. – ■■

Thomas A. Hembree – ■■

Miles A. Hembree – ■■

Education

1984 - Graduate Diploma Douglas County High School

1985 – Exchange Student – Full Scholarship – Youth for Understanding - Germany

1985 – Elected National President of the Distributive Education Clubs of America DECA

1987 – Associates Degree Marketing- Full Scholarship – Johnson & Wales College – Cum Laude

1987 – Johnson & Wales College President’s Trophy

1987 – Institute for Shipboard Education – Full Scholarship – Semester at Sea – University of Pittsburgh

1988 – Georgia Rotary Foundation Exchange Student – Full Scholarship – University of Oslo, Norway

1989 – Bachelor’s Degree Marketing – Full Scholarship – Johnson & Wales University – Cum Laude

1990 – Rotary International Exchange Program – Full Scholarship – University of Glasgow, Scotland

Business

2000 – Present

Bill Hembree & Associates LLC

Insurance and Risk Management

Auto, Home, Life, Business, and Farm Insurance – Licensed in 6 States

Douglasville

8500 Campbellton Street

Douglasville, Georgia 30134

Marietta

2697 Sandy Plains Road

Marietta, Georgia 30066

Kennesaw

5150 Stilesboro Road NW

Suite 310

Kennesaw, Georgia 30152

Perry Georgia Farm Agency

Civic

Sunday School Teacher

Football & Soccer Recreational Sports Youth Coach

National Youth Chairman – Muscular Dystrophy Association

Chamber of Commerce Member

Served 20 years on the United States Selective Service Board appointed by President George H.W. Bush

Atlanta Regional Commission – Citizen Member

Political

1985 – Meeting with President Ronald Reagan – International Youth Year – White House
1990 – Republican Nominee Georgia State Representative
1991 – Chairman Douglas County Republican Party
1992 – First Republican State Representative elected from Douglas County
1994 – Re-Elected Georgia State Representative
1996 – Candidate for Public Service Commission
1998 – Re-Elected Georgia State Representative
1999 – Georgie W. Bush Presidential Campaign – Chairman – 7th District
2000 – Re-Elected Georgia State Representative
2000 – Bush/Gore Presidential Recount Observer – West Palm Beach, Florida
2002 – Re-Elected Georgia State Representative
2004 – Re-Elected Georgia State Representative
2006 – Re-Elected Georgia State Representative
2008 – Re-Elected Georgia State Representative
2009 – Speaker of the House Candidate – Georgia House of Representatives
2010 – Re-Elected Georgia State Representative
2012 – Georgia State Senate Candidate
2014 – Georgia State Senate Candidate
2016 – Elected Officials for President Trump

Committee Assignments

Rules Chairman
High Education Chairman
Industrial Relations Chairman
Appropriations
Defense & Veterans Affairs
Governmental Affairs
Health & Human Services
Insurance
Motor Vehicles
State Planning & Community Affairs

Major Legislation

Full school tax exemption at age 62 in Douglas County
Tax exemption for medical services for organ donors
Renamed Bankhead Highway – Veterans Memorial Highway
Secured state funding for Dog River Library
Secured state funding for Douglas County Career Academy
Passed legislation to grant International Baccalaureate students college recognition

Brian Ingram

Atlanta, GA

A litigation technology and eDiscovery sales & marketing professional with over 25 years' experience in the legal technology and eDiscovery industry. Having spent the majority of my career managing litigation support departments at large law firms and corporations, I can be considered a seasoned subject matter expert that approaches sales from the customers' perspective with a "been there, done that" consultative approach. I am currently employed as a Sales Executive (SE Region)/eDiscovery Manager for Canon Discovery Services in Atlanta, GA and was previously employed as VP of Sales & Marketing at Envision Discovery LLC in Atlanta, GA. I am a frequent speaker at industry trade shows and conferences, including speaking on panels at New York Legal Tech, CVEDR, ACC and ILTA, as well as having been a contributor for industry publications such as the National Law Journal and Executive Counsel Magazine.

AREAS OF EXPERTISE

eDiscovery sales, sales engineering, marketing (traditional & social media), business development, information governance, review database management, managed review, predictive coding and analytics, trial technology, eDiscovery consulting/solutions architect, marketing and business development, case & project management of all phases of EDRM

SOFTWARE EXPERTISE

LITIGATION DOCUMENT REVIEW - Relativity, Concordance, Summation Pro, CaseLogistix, iConect, Catalyst,

ESI PROCESSING TOOLS – Relativity, OneDiscovery, LAW PreDiscovery, Nuix, Trident, Clearwell, IPRO, Early Data Analyzer (EDA), Relativity

COMPUTER FORENSICS - Encase, FTK (Forensic Tool Kit)

CORPORATE INFORMATION GOVERNANCE EXPERTISE - Exterro (Corporate Enterprise Content Management - ECM), Oracle URM (Corporate Enterprise Content Management - ECM), Discovery Accelerator, Legal Hold Pro, Share Point

CASE MANAGEMENT – CaseMap, TimeMap, LiveNote, Sanction, Relativity Case Management

OTHER - Working knowledge of most other eDiscovery ECA and processing tools, Working knowledge of most other eDiscovery online document review tools, All MS Office and web applications

SALES/MARKETING TOOLS

Salesforce
Insightly CRM
Mail Chimp
Constant Contact
Agile CRM
PowerPoint
Office 365

WORK HISTORY

Canon Discovery Services, Atlanta, GA

Manager of eDiscovery Sales November 2018 – Present

I manage and coordinate all aspects of the Discovery Services Sales team as well as being an individual contributor. We are a full-service eDiscovery service provider with offices all over the world and I manage the day to day business development team globally. In addition, I provide sales engineering and consulting services as well as creating all marketing materials for our division. I serve as the “name and face” of the organization and frequently speak at trade shows and generate content for our marketing materials and website.

Envision Discovery, Atlanta, GA

Vice President Sales & Marketing May 2013 – November 2018

Provided strategic and cost-effective solutions tailored to each client’s specific needs utilizing services and technologies such as eDiscovery Managed Services, SaaS, Information Governance, Relativity, NUIX, Exterro and LAW. Served as a Subject Matter Expert, consultant and Sales Executive with law firms and corporations and sold all services provided across the EDRM spectrum (data identification, preservation, collection, information governance, processing, filtering, analytics, managed review and production, trial graphics and presentation). As a manager and an individual contributor for the sales division, we took a small local service provider making approximately \$1.5 million in annual revenue and was able to grow it into a larger organization with a regional presence making nearly \$6 million in annual revenue. We expanded our service offerings to include managed services and managed review, streamlined pricing structures to become more competitive, expanded our geographic footprint by adding resources from coast to coast and implemented the latest and greatest in eDiscovery and managed review technology. In my dual role as head of marketing, I managed all marketing efforts for the company including website and blog management, social media (LinkedIn, Twitter, etc), email campaigns, print marketing, webinars and industry trade show participation.

LexisNexis, Atlanta, GA

Manager - Litigation Technology and eDiscovery Sales & Consulting Division January 2012 to May 2013

Hired to create, manage and grow a new professional services (eDiscovery consulting) division at LexisNexis operating within the Litigation Products and Services Sales Division. Responsible for designing the structure of eDiscovery and managed review consulting operation and developed guidelines for the broader software sales team along with pricing, service offerings and marketing promotions. Worked in conjunction with the software sales team to close potential deals and worked directly with our customers on the planning and scoping phases of all eDiscovery projects from data collection to document review. Served as the Subject Matter Expert and “name and face” of the division for all industry outreach including, but not limited to, conferences and trade shows, publications, lectures and think tank participation. Served as the “go-to” consultant that would perform hands-on litigation technology and project management services onsite at customer locations around the U.S. and internationally. Also served as the division’s primary sales engineer and eDiscovery “Best Practices and Workflow” consultant. Utilized all of the LexisNexis portfolio of products as well as 3rd party tools such as Relativity and NUIX. Grew revenue for division from creation to over \$1 million in first year.

CSX Corporation, Jacksonville, FL

eDiscovery and Litigation Technology Specialist December 2010 to January 2012

Coordinated all eDiscovery and litigation information governance/data management efforts for the General Counsel's office (Public Affairs and Law department) at this Fortune 250 company. Handled all data management and eDiscovery initiatives internally utilizing a variety of internal tools to streamline the preservation, litigation holds, collection, review and production of electronic data in litigation including Relativity, Concordance, Access Data, FTK, Encase, Legal Hold Pro and Trident. Responsible for managing all outside counsel document review as well as overseeing internal data management and information governance.

Troutman Sanders LLP, Atlanta, GA

Litigation Technology Manager March 2008 to September 2010

Created and managed the eDiscovery and Litigation Support department for 750+ attorney law firm. Served as the Firm wide leader of all eDiscovery and Litigation Support operations, project/case management and legal technology initiatives and served as the Firm's eDiscovery expert & consultant for our corporate clients and general counsel on litigation readiness, records management/data retention/preservation and collection efforts as well as document review strategies. Managed a staff of 10 based in offices nationwide. During first full year with the Firm converted an informal litigation support function into a profitable and organized eDiscovery and document review practice that included partners, associates, staff attorneys, paralegals, and litigation technology professionals. Managed the entire EDRM process from preservation and collection to review and production and implemented solutions to convert legacy litigation applications to newer, more efficient tools and systems. Created new workflows and best practices designed to utilize the new technical resources within the litigation department as well as for the Firm's corporate clients.

Zuckerman Spaeder LLP, Washington, DC

National Director of Litigation Support, Feb 2005 to March 2007

Hunton & Williams LLP, Richmond, VA

Legal Technology Supervisor, Feb 2004 to Feb 2005

Paul Hastings LLP, San Francisco, CA

National Director of Litigation Support, Feb 2000 - Jan 2004

Alston & Bird LLP, Atlanta, GA

Litigation Support Manager, Oct 1997 – Jan 2000

King & Spalding LLP, Atlanta, GA

Litigation Support Manager, May 1995 – Oct 1997

EDUCATION

kCura, Chicago, IL

Relativity Certified Administrator, 2013 (expired 2016)

LitWorks, Atlanta, GA

Certified eDiscovery and Litigation Support Manager, 1998

University of Central Florida, Orlando, FL

Pre-Law/Political Science Major (no degree), 1987 - 1988

Valencia College, Orlando, FL

Paralegal Degree – Associates of Science 1988 - 1991

Harvard University, Cambridge, MA

Internship – JFK School of Government 1990 - 1990

ASSOCIATIONS

- The Sedona Conference
- EDRM
- ARMA international
- National Association of Litigation Support Managers
- Atlanta Association of Litigation Support Managers
- Board member - New Leaders Group (eDiscovery Project Management “ThinkTank”)
- ILTA (International Legal Technology Association)

PUBLICATIONS/SPEAKING ENGAGEMENTS

Speaker:

- Legal Tech NY - "The Ethical & Technological Issues Surrounding E-Discovery Document Review"
- Carmel Valley e-Discovery Retreat - "Document Culling and Filtering for Matter and Global Categorization"
- Carmel Valley e-Discovery Retreat - "Using Big Data to Meet Discovery and Review Objectives"
- CALSM-posium - "Career Advancement in Litigation Support"
- ILTA – "Managing the Unmanageable in eDiscovery"
- Too Big To Litigate Conference - "Putting a Lid on the E-Discovery and Document Review Cost Explosion"
- University of Florida Levin School of Law - "ESI Review for Small Firms - Best Practices"
- ASU Sandra Day O'Connor School of Law - "Pulling the Curtain Back...A Detailed Look at eDiscovery Project Management"

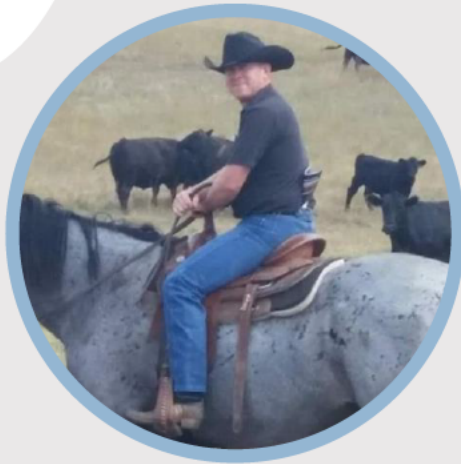
Author:

- ILTA Peer To Peer Magazine - "Controlling e-Discovery costs in a Big Data World"
- ALA Currents Magazine - "Overcoming the Challenge of International E-Discovery"
- The National Law Journal - "Data Aren't Going to Organize Themselves"
- Executive Counsel Magazine - "Bringing E-Discovery and Review Back In-House"
- Several white papers and blog content

CHRISTOPHER LEE Garmon



**CATTLE AND POULTRY FARMER, WELDER,
CONSTRUCTION, TRUCK DRIVER,
REAL ESTATE AGENT,
MARINE**



CONTACT

PHONE:
[REDACTED]

EMAIL:
[REDACTED]

HOBBIES

BEEKEEPING
DANCING
BUYING AND SELLING
READING

NOTES:

1. THIS IS NOT A JOKE.
2. ALL I ASK FOR IS AN INTERVIEW WITH THE GOVERNOR AND A CHANCE.

EDUCATION

Dacula High (Grad: 2000)

Parris Island

2002

Entered in as a 20-year-old wanting to serve his county and came out due to injury with a drive to serve others and thrive no matter what.

Lanier Technical Collage

Welding

CDL of GA

Truck driving training.

WORK EXPERIENCE

CBC UPCHURCH REALTY (REAL ESTATE AGENT)

2018-Present

Focused on doing what is best for my clients. Has given me a deeper understanding of what it means to represent someone and do what is best for them no matter what.

Lazy G Farms (CATTLE AND POULTRY FARMER)

1995-Present

Farming has equipped me with the ability to adapt to the given conditions, evaluate the problem and make a decision. It has also ingrained in me the importance of relying fully on God for guidance and giving Him the glory for all.

USMC (0311)

2002-2003

A short term due to an injury that I receive no money and I am content with that. The experience made me a Marine and equipped in me a deeper love for serving my country and others.

SELF EMPLOYED (CONSTRUCTION, WELDING, TRANSPORT)

1996-Present

Being self-employed has given me an understanding of what it means to get up and go make it happen under all the current regulations and TRY to make a profit. No matter the job the results always depend on what you do not what you intend to do.

SKILLS

-SERVANT LEADER AND NOT A BOSS

-LOYAL

-RESILIENT

-HONEST

-GRIT

Curtis W. Adair

EDUCATION

- 2011-2015 Tennessee Temple University, Baptist Seminary, Master of Ministry, Master of Arts in Christian Education, additions to Masters of Divinity.
- 1990-1992 West Georgia College, 10 quarter hours toward certification additions
- 1988-1990 Spring Arbor College, Spring Arbor, MI BA Social Sciences, History
- 1985-1987 Central College, McPherson, KS AA Psychology, Ministry

EMPLOYMENT

- Aug 2016-current *Social Studies teacher Elberton County Schools. Assigned to teach Economics, American Government and World History.*
- Oct 2014-Aug 2016 Children's Pastor, Sardis Baptist Church. Program oversight and development ages birth through fifth grade. Budget and volunteer supervision/recruitment. Special Outreach events.
- May 2012-Nov 2013 Executive Director Mountain Top Boy's Home, Sugar Valley, Georgia. Responsible for the day-to-day operation of the homes and maintaining state compliance. Case Planning, Supervision of 12 full time and up to 2 part time staff. Responsible for recertification of staff annually. Scheduled annual fire inspections. Oversee intake of all residents. Met individually with residents to address case plans, behavioral issues and other concerns. Cooperated with the local schools system to provided tutoring for residents. Annual audit, State reports, and Monthly billing. Maintained State compliance regulations/standards. Public speaking to churches and civic clubs. Fund raising. Special events planning and execution. Opened second residence.
- Sept 2005-Jan 2010 **Director Providence Ministries Boy's Homes, Dalton Georgia.** Responsible for the day-to-day operation of the homes and maintaining state compliance. Case Planning, Supervision of 4 full time and up to 5 part time staff. Responsible for recertification of staff annually. Scheduled annual fire and health inspections as well as CPR and First Aid. Intake of all residents. Met individually with residents to address case plans, issues and other concerns. Cooperated with the local schools system to provided tutoring for residents. Established a visitation center. Annual audit, Weekly State reports, and Monthly billing.
Other duties included: Food Stamps application for addicts in treatment, Approval of parolees to placement in homeless shelters. Meeting/Teaching addicts in treatment. Care of terminal client working with Hospice. Other duties as assigned
- Jan 2005-Sept 2005 **Contractor for the Department of Family and Children Services.** Contract case-management and foster parent recruitment/training for Pickens and Walker Counties. Targeted Case Management, Case Plans, Medicaid application and renewals, Court hearings. Taught IMPACT foster/adopt training, Wrote Foster/adopt home studies.
- Oct 2004-Jan 2005 **Case manager/ Chief Compliance Officer, Goshen Valley Boy's Ranch Waleska, GA,** Responsible for case management, intake of residents and State Compliance Standards. Hiring recommendations.

Curtis W. Adair



- 1996-Sept. 2004 Casemanager/Resource Developer, Department of Family and Children Services*
Manage cases of children placed in State custody. Recruit, train and manage foster and Adoptive parents, complete required paperwork. Targeted Case Management. Case Plans, Court Hearings. Termination of Parental Rights. Medicaid Application and renewals. After hours on call rotation. Investigations. Child Placement. Several years included Adult Protective Services.
- 1995-1997 Associate Manager, Dollar Tree, Dalton, GA*
Supervised shipping, receiving, payroll, scheduling, and Opening, Closing, deposits and ordering as well as daily direction of up to 6 employees.
- 1994-1995 Assistant Manager, Big Lots, Dalton, GA*
Supervised shipping, receiving, stocking, merchandising, in store advertisements, customer service, and special events. Also directed payroll, cashiers and bookkeepers. Supervised over 40 people.
- 1993-1994 Houseparent, Georgia Sheriff's Youth Homes, LaGrange, GA*
Supervised and cared for up to 10 adolescent boys. Maintained daily records of significant events, implemented individual behavior modification goals, established rewards and consequences, planned daily and recreational activities of residents. Laughed and cried with the boys.
- Substitute Teacher, Whitfield Co. Schools, Dalton, GA*
Taught various subjects at the middle and secondary level.
- 1990-92 Resource Special Education Teacher, Eton Elementary School, Eton, GA*
Taught inter related elementary special education, grades K-5 and gifted classes. This included semiannual Diagnostic Educational Assessments.
- 1990 Houseparent, Northwest Georgia Girl's Home, Dalton, GA*
Supervised and cared for up to 10 adolescent girls. Maintained daily records of significant events, implemented individual behavior modification goals, established rewards and consequences, planned daily and recreational activities of residents
- 1985-89 Camp Counselor, Somerset Beach Campground, Somerset Center, MI*
Camp counselor for 5 summers at a Christian Camp in Michigan. Camped in tents with up to 10 boys ranging in grades 4 to 12. Day Camps for grades 1-3. Served as Co Maintenance Director one year and Program Director for another.

Erica Graf

Skills

- International Military & Charitable Experience
- Operational and Administrative Leadership
- Standard Operational Procedures Formation
- Business Development Strategies
- Team Building
- Needs Assessments
- Process Improvement
- Conflict Resolution

Experience

Management and Sales Rep, Air Development Corp.

2018- Present

Manage over six million dollars in sales annually. Transitioned company from paper to a “virtual office”. Analyze sales statistics, prepare reports, negotiate and provided contracts between customers throughout the state of Georgia and industrial manufacturers.

Practice Administrator, Perimeter ENT

2016 –2018

Established business procedures for Perimeter ENT, an entirely new medical practice. Implemented oversight for billing, budgeting, expenditure approval and contract negotiations with vendors. Created a strategic marketing campaign with a zero-dollar budget, resulting in placement of Perimeter ENT owner on the cover of Atlanta Magazine and a featured article.

Allergy Clinic Manager, Atlanta Institute for ENT

2014 –2016

Provided allergy care and long term health management for adult and pediatric patients. Diagnosed allergen sensitivities and compounded pharmaceutical grade serums designed for individualized treatment.

Program Coordinator & Accounting, Abercrombie & Kent Philanthropy

2013 – 2014

Reviewed, analyzed and developed solutions to international grassroots projects on all 7 continents to ensure sustainable, responsible and long-term success. Performed necessary leadership skills to work effectively with management, staff and donors to accomplish the strategic goals of the foundation throughout the 50 offices worldwide.

Fleet Marine Force Corpsman, United States Navy

2002- 2012

Provincial Reconstruction Team ISAF, United Nations, Afghanistan 2010-2011

Quebec Battery 5/14 4th Marine Division, Colorado 2008- 2010

Marine Wing Headquarters, Okinawa Japan 2007

Special Operations Training Group Instructor, Okinawa Japan 2006

Naval Hospital, 29 Palms California 2003 & 2005

Joint Task Force Detention Hospital, Guantanamo Bay Cuba 2004

Education

B.A. Anthropology - University of Colorado Denver, graduated 2011

A.A. General - University of Maryland University College, graduated 2007

Heather Baker

EDUCATION

Georgia State University College of Law

Juris Doctor, May 2016

Activities: Georgia State Bar, Georgia Association of Black Women Attorneys, Gwinnett County Bar Association, Supreme Court of Georgia, and Court of Appeals of Georgia

Honors: Pro Bono Highest Distinction, Public Interest Internship Program Finalist, 10 Best Attorneys (2 years), Top 10 Criminal Attorneys, Top 40 under 40 Attorneys.

University of Phoenix

Bachelor of Science in Criminal Justice, April 2012

Associate of Arts in Business Management, April 2010

Honors: Delta Mu Delta – International Honor Society in Business

LEGAL EXPERIENCE

Law Offices of Heather T. Baker LLC

January 2017 – Present

Owner/Attorney at Law

- Represented clients in all legal proceedings
- Negotiated pleas with opposing counsel
- Conducted legal research, wrote motions and filed with appropriate court
- Conducted discovery review and analysis
- Communicated orally and in writing with clients, opposing counsel, court, and judges
- Conducted all accounting, auditing, marketing, and case management system
- Represented clients in criminal cases
- Represented clients in Juvenile Court

Jones Morrison & Womack

August 2015 – November 2015

Legal Intern

- Conducted legal research and writing
- Conducted discovery review and analysis

DeKalb County Public Defender

May 2015 – August 2015

Third Year Practice Act Intern

- Represented clients in preliminary hearings in Magistrate Court and bond motions in Superior Court
- Represented clients in Juvenile Court hearings
- Successfully argued for dismissal of aggravated assault charge at preliminary hearing
- Conducted interviews and discovery review with clients at jail and RYDC

Superior Court of Fulton County

August 2014 – November 2014

Judicial Extern for Judge Kimberly M. Esmond Adams

- Conducted legal research and writing for bench memorandum
- Analyzed legal arguments and wrote recommendations for the bench
- Drafted legal orders issued by the bench

OTHER EXPERIENCE

Titlemax, Athens, GA

January 2011 – April 2013

Store Manager

- Promoted twice, because of excellent time management and relationship sales
- Implemented marketing program that allowed store to grow from \$385,000 to \$605,000 in 1 year
- Transferred from \$600,000 store to a \$1,200,000 store to manage

White Sands Beach Club LLC, Two Rivers WI

September 2007 – July 2009

Owner

- Conducted all accounting, auditing, and inventory procedures
- Conducted all human resources functions (hiring, training, scheduling, and conflict resolution)

J. Benjamin Taylor

CONTACT INFORMATION	Kennesaw State University School of Gov't & Int'l Affairs Google Scholar Profile
INTERESTS	American Politics, Political Behavior, Methodology.
ACADEMIC APPOINTMENTS	Kennesaw State University <ul style="list-style-type: none">Assistant Professor of Political Science, 2018 – Present University of North Carolina Wilmington <ul style="list-style-type: none">Assistant Professor of Political Science, 2016 – 2018 Massachusetts College of Liberal Arts <ul style="list-style-type: none">Assistant Professor of Political Science, 2013 – 2016
EDUCATION	Ph.D., Georgia State University, Political Science, 2013 M.A., Georgia State University, Political Science, 2009 A.B., Georgia State University, Political Science, 2007
PEER-REVIEWED BOOKS	Richey, Sean and J. Benjamin Taylor . 2018. <i>Google and Democracy: Politics and the Power of the Internet</i> . New York, NY: Routledge. ISBN: 978-1-138-06645-8. (names alphabetical; equal authorship) Taylor, J. Benjamin . 2017. <i>Extreme Media and American Politics: In Defense of Extremity</i> . New York, NY: Palgrave Macmillan. ISBN: 978-3-319-41182-8.
PEER-REVIEWED PUBLICATIONS	Richey, Sean and J. Benjamin Taylor . forthcoming. “Google Books Ngrams and Political Science: Two Validity Tests for a Novel Data Source.” <i>PS: Political Science & Politics</i> . (names alphabetical; equal authorship) Glas, Jeffrey M. and J. Benjamin Taylor . 2018. “The Silver Screen and Authoritarianism: How Popular Films Activate Latent Personality Dispositions and Affect American Political Attitudes.” <i>American Politics Research</i> , 46(2), pp. 246 – 275. (names alphabetical; equal authorship) Taylor, J. Benjamin . 2017. “The Educative Effects of Extreme Television Media.” <i>American Politics Research</i> , 45(1), pp. 3 – 32. Gershon, Sarah Allen, Adrian D. Pantoja, and J. Benjamin Taylor . 2016. “God in the Barrio? The Determinants of Religiosity and Civic Engagement among Latinos in the United States.” <i>Politics & Religion</i> , 9(1), pp. 84 – 110. (names alphabetical; equal authorship) ¹ Glas, Jeffrey M., Sean Richey, Sophie Zhu, and J. Benjamin Taylor . 2016. “There is Nothing ‘Wrong’ with Kansas: The Effect of Race and Economics on Voting Correctly in United States Presidential Elections.” <i>Presidential Studies Quarterly</i> , 46(1), pp. 158 – 172. (names alphabetical; equal authorship)

¹2016 Ted J. Jelen Award for the best paper in *Politics & Religion*.

Taylor, J. Benjamin, Sarah Allen Gershon, and Adrian D. Pantoja. 2014. "Christian America? Understanding the Link between Churches, Attitudes, and 'Being American' among Latino Immigrants." *Politics & Religion*, 7(2), pp. 339 – 365.

Richey, Sean and **J. Benjamin Taylor**. 2012. "Who Advocates? Determinants of Political Advocacy in Presidential Election Years." *Political Communication*, 29(4), pp. 414 – 427. (names alphabetical; equal authorship)

- Reprinted in *The Social Basis of the Rational Citizen: How Political Communication in Social Networks Improves Civic Competence* (2014), Lanham, MD: Lexington Press.

Reilly, Shauna, Sean Richey, and **J. Benjamin Taylor**. 2012. "Using Google Search Data for State Politics Research: An Empirical Validity Test Using Roll-Off Data." *State Politics & Policy Quarterly*, 12(2), pp. 146 – 159. (names alphabetical; equal authorship)

INVITED BOOK CHAPTERS

Taylor, J. Benjamin, Sarah A. Gershon, and Adrian D. Pantoja. 2018. "The Rise of Latino Evangelicals." In *The Evangelical Crackup: Will the Evangelical-Republican Coalition Last?* eds. Paul Djupe and Ryan Claassen. Philadelphia, PA: Temple University Press. (*peer-reviewed)

WORKING PAPERS

"Can We Handle the Truth? Fake News and Negotiating Truth in American Politics" (with Jessica Weinkle; equal authorship; in preparation for journal submission).

"Religious Identities, Social Capital and Latino, African American and Anglo Civic Engagement" (with Lakeyta Bonnette-Bailey, Sarah Allen Gershon, and Adrian Pantoja; equal authorship; currently in preparation for journal submission).

"Predicting Counter-Attitudinal Selective Exposure in American Politics" (with Jeffrey M. Glas; equal authorship; under review)

"Why do you watch that? Political Predictors of Self-Selection into Prime-Time Television Program Audiences" (with Jeffrey Glas; equal authorship; currently in preparation for conference submission).

"Culture Matters: State Political Culture and Ballot Measure Passage" (with Shauna Reilly; equal authorship; currently in preparation for conference submission).

"Prompting Discourse: Provocative versus Traditional Frames in Online Discussions" (with Aaron King and Brian M. Webb; equal authorship; currently in preparation for conference submission).

"Updating with Others: Testing the Effect of Informational Social Influence on Political Attitudes" (with Aaron Houck and Aaron King; equal authorship; currently in preparation for conference presentation).

"A Cross-Cultural Assessment of Political Science Education and Current Events" (with Aaron King, Daniel Masters, Amna Mahmood, Manzoor Ahmad, and Sadaf Farooq; currently *revise & resubmit* for peer-reviewed edited volume).

TEACHING EXPERIENCE

Kennesaw State University, Kennesaw, GA

Undergraduate Courses

- POLS 1101 (Introduction to American Government): Fall 2018, Spring 2019 (online), Summer 2019 (online), Fall 2019.
- POLS 2212 (State and Local Government): Fall 2019.
- POLS 3360 (The United States Congress): Fall 2018, Spring 2019.
- POLS 3385 (Campaigns and Elections): Fall 2019.
- POLS 3388 (Lobbying and Interest Groups): Spring 2019, Summer 2019 (hybrid).

University of North Carolina Wilmington, Wilmington, NC

Political Science Courses

- PLS 101 (American National Government): Fall 2016, Spring 2017, Fall 2017, Spring 2018.
- PLS 201 (Political Science Research Methods): Summer 2017 (online), Summer 2018 (online).
- PLS 205 (Campaigns & Elections): Summer 2016 (online), Fall 2016, Spring 2018, Summer 2018 (online).
- PLS 303 (Political Behavior): Fall 2016, Spring 2018.
- PLS 341 (Latino Politics): Fall 2017.
- PLS 403 (Public Opinion): Spring 2017.
- PLS 404 (Campaign Management & Strategies): Fall 2017.
- PLS 491 (Directed Independent Study).
 - Spring 2017: H. Nethery, J. Turney, & T. Ferimer, "State Ballot Measure Success & Political Culture."
 - Summer 2017: P. Volkmar, "Ideology & Climate Change."
- PLS 495 (Campaign Vol. Experience; Co-taught with Aaron King): Fall 2016.
- PLS 495 (Political Psychology): Summer 2017.
- PLS 501² (Quantitative Methods): Spring 2017.

University Studies Courses

- UNI 101 (First-Year Seminar): Fall 2017.

Massachusetts College of Liberal Arts, North Adams, MA

Political Science Courses

- POSC 201 (American Government): Fall 2013, Spring 2014, Summer 2014 (online), Fall 2014, Spring 2015, Summer 2015 (online), Fall 2015, Spring 2016.³
- POSC 210 (Pol. Sci. Research & Methods): Fall 2013, Fall 2014, Spring 2016.
- POSC 300 (Politics and Media in the U.S.): Fall 2015.
- POSC 315 (Campaigns and Elections): Fall 2013, Fall 2014.
- POSC 315 (American Political Institutions): Spring 2014.
- POSC 315 (State and Local Politics): Fall 2015.
- POSC 403 (Model United Nations): Spring 2015, Spring 2016.
- POSC 450/HIST 450 (Career & ePortfolio Seminar): Fall 2015.
- POSC 500 (Independent Study in Political Science).
 - Fall 2014 & Spring 2015: S. Nelson, "Income Inequality & Political Behavior."
 - Fall 2014: L. McDiarmid, "Comparative Immigration Policies in the Developed World."
- POSC 540 (Internships in Political Science & Public Policy): Summer 2014 (2 students), Fall 2014 (1 student), Spring 2015 (2 students), Summer 2015 (1 student).

Cross-listed Courses

²This is a graduate-level course serving the UNCW MPA and MCOP program.

³Two sections for each fall and spring semester; one section in summer. Embedded FYE in one section fall 2014 and fall 2015.

- POSC 315/HONR 301 (Political Communication): Spring 2015.
- POSC 315/HIST 320 (U.S. Foreign Policy): Spring 2015.
- POSC 401/PSYC 495⁴ (Political Psychology): Spring 2014, Spring 2016.

Georgia State University, Atlanta, GA

Instructor

- POLS 1101 (American Government): Spring 2010, Fall 2010, Spring 2011, Fall 2011, Spring 2012 (2 sections), Summer 2012 (2 sections), Fall 2012, Spring 2013 (2 sections); GSU overall average teaching evaluation for all courses 4.6 of 5.0.

Writing Consultant

- Writing Across the Curriculum: Writing Tutor for POLS 4051 Voting and Elections, POLS 4040 Public Opinion.

Mercer University, Macon, GA

Instructor

- POL 101 (American Government): 2012 Winter 8-week session, 2012 Summer 8-week session (online), 2013 Spring 8-week session (online).

Georgia Highlands College, Rome, GA

Instructor

- POLS 1101 (American Government): Spring 2010, Fall 2011, Spring 2012, Fall 2012 (2 sections), Spring 2013 (3 sections).

Chattahoochee Technical College, Marietta, GA

Instructor

- POLS 1101 (American Government): Fall Qtr. 2010 (hybrid), Spring Qtr. 2011 (hybrid), Summer Qtr. 2011, Fall Smtr. 2011 (hybrid).

CONFERENCE
PRESENTATIONS

2019. "Updating with Others: Testing the Effect of Informational Social Influence on Political Attitudes." (with Aaron Houck and Aaron King) Prepared for presentation at the Southern Political Science Association Annual Meeting, Austin, TX, Jan. 17 – 19.

2018. "Why Do You Watch That? Political Predictors of Self-Selection into Prime-Time Television Program Audiences." (with Jeffrey M. Glas) Prepared for presentation at the North Carolina Political Science Association Annual Meeting, Raleigh, NC, Feb. 23.

2018. "Why Do You Watch That? Political Predictors of Self-Selection into Prime-Time Television Program Audiences." (with Jeffrey M. Glas) Prepared for presentation at the Southern Political Science Association Annual Meeting, New Orleans, LA, Jan. 4 – 6.

2017. "A Cross-Cultural Assessment of Political Science Education and Current Events." (with Aaron King, Daniel Masters, Amna Mahmood, Manzoor Ahmad, and Sadaf Farooq) Prepared for "Local Cities, Foreign Capitals: Finding the Local Anchor in the Global Cultures" Conference in Islamabad, Pakistan, Oct. 9 – 11.

2017. "Prompting Discourse: Provocative versus Traditional Frames in Online Discussions." (with Aaron King and Brian M. Webb) Prepared for presentation at the American Political Science Association Annual Meeting, San Francisco, CA, Aug. 31 – Sept. 3.

⁴Spring 2016 only.

2016. "Religion & Social Capital: Latino, African American and Anglo Civic Engagement." (with Lakeyta Bonnette, Sarah Allen Gershon, and Adrian D. Pantoja) Prepared for presentation at the American Political Science Association Annual Meeting, Philadelphia, PA, Sept. 1 – 4.
2016. "For Sparta? Popular Films and the Activation of the Authoritarian Personality." (with Jeffrey M. Glas) Prepared for presentation at the Southern Political Science Association Annual Meeting, San Juan, PR, January 7, 8, & 9.
2015. "God in the Barrio? Determinants of Secularism among Latinos in the United States." (with Sarah Gershon and Adrian Pantoja) Prepared for presentation at the New England Political Science Association Annual Meeting, New Haven, CT, April 24 & 25.
2014. "Direct Democracy as a Watchdog for Good Government." Prepared for presentation at the New England Political Science Association Annual Meeting, Woodstock, VT, April 24 – 26.
2014. "Google as Gatekeeper: How Google's Search Algorithm Promotes Better Citizenship." (with Sean Richey) Prepared for presentation at the Midwest Political Science Association Annual Meeting, Chicago, IL, April 3 – 6.
2014. "The Educative Effect of Extreme Television Media." Prepared for presentation at the Midwest Political Science Association Annual Meeting, Chicago, IL, April 3 – 6.
2013. "Christian America? Understanding the Link between Church and Attitudes among Latino Immigrants." (with Sarah Gershon and Adrian Pantoja) Prepared for presentation at the American Political Science Association Annual Meeting, Chicago, IL, Aug. 29 – Sept. 1.
2013. "States, Economics, and Voting: How Politics Affect Citizen Political Behavior." (with Shauna Reilly) Prepared for presentation at the American Political Science Association Annual Meeting, Chicago, IL, Aug. 29 – Sept. 1.
2012. "Christian America? Understanding the Link between Church and Attitudes among Latino Immigrants." (with Sarah Gershon and Adrian Pantoja) Prepared for presentation at the American Political Science Association Annual Meeting, New Orleans, LA, Aug. 30 – Sept. 2.
2012. "The Beneficial Impact of Extreme Media on Political Knowledge." Presented at the Southern Political Science Association Annual Meeting, New Orleans, LA, Jan. 12 – 14.
2011. "The Impact of Incorrect Voting for Republican Candidates from Poor Whites in Presidential Elections from 1972-2004." (with Jeffrey Glas, Sean Richey, and Sophie Zhu) Presented at the Georgia Political Science Association Annual Meeting, Savannah, GA, Nov. 10 – 12.
2011. "Learning in the Echo Chamber: Political Knowledge and the Educative Effect of Political Talk Radio," Presented at the American Political Science Association Annual Meeting, Seattle, WA, Sept. 1 – 4.
2011. "On the Topic of Trust, It's a Matter of Religion," (with Precious D. Hall) Presented at the Midwest Political Science Association Annual Meeting, Chicago, IL, Mar. 31 – Apr. 1.
2011. "Estimating the Turnout Effect of Wedge Issue Direct Democracy in Presidential Elections," Presented at the Southern Political Science Association Annual Meeting, New Orleans, LA, January 5 – 8.

2011. "The Limits of Linked Fate: Determinants of African-American Voting for Republican Presidential Candidates," Presented at the Southern Political Science Association Annual Meeting, New Orleans, LA, January 5 – 8.
2010. "Let's Talk it Out: The Educative Effects of Political Talk Radio," Presented at the Georgia Political Science Association Annual Meeting, Savannah, GA, November 11 – 13.
2010. "The Limits of Linked Fate: Determinants of African-American Voting for Republican Presidential Candidates," Presented at the Georgia Political Science Association Annual Meeting, Savannah, GA, November 11 – 13.
2010. "The Internet and Direct Democracy: Evidence of Citizen Information Seeking Using Google Search Data," (with Shauna Reilly and Sean Richey) Presented at the Midwest Political Science Association Annual Meeting, Chicago, IL, April 22 – 25.
2010. "Educating and Voting in Direct Democracy Measures" (with Shauna Reilly) Presented at the Southern Political Science Association Annual Meeting, Atlanta, GA, January 7 – 9.
2010. "Talking it Out: The Educative Effects of Political Talk Radio," Presented at the Southern Political Science Association Annual Meeting, Atlanta, GA, January 7 – 9.
2009. "Reexamining Same-Sex Marriage in 2004: A Hierarchical Model of Voter Turnout." Presented at the Southern Political Science Association Annual Meeting, New Orleans, LA, January 8, 9, and 10
2008. "Wedge Issues and Mobilization in the 2004 Presidential Election." Presented at the Georgia Political Science Association Annual Meeting, Savannah, GA, November 13, 14, and 15

AWARDS & GRANTS **Awards**

2016 Ted G. Jelen Award

- Awarded to the best article in *Politics & Religion*, 2016.

2014 – 2015 MCLA Faculty Association Junior Faculty Award

- Awarded for exceptional teaching, service, and research as a junior faculty member.

Scholarships & Travel Grants

SPSA Artinian Award.

- Awarded competitively for the 2019 SPSA meeting in Austin, TX.

IIUI-UNCW Mini-Grant (co-PI with Aaron King; co-investigators: Dan Masters, Amna Mahmood, Manzoor Ahmad, Sadaf Farooq.)

- "A Cross-Cultural Assessment of Political Science Education and Political Events." Awarded competitively July 2017. Requested \$7,159.98; awarded \$5,569.98.

APSA Travel Grant

- Awarded competitively for the 2011 APSA meeting in Seattle, WA.

Hatton Lovejoy Graduate Studies Scholarship

- Awarded by Fuller E. Callaway Foundation scholarship program, Fall 2007–Spring 2009.

Prestage-Cook Travel Grant

- Awarded by the Southern Political Science Association, 2009.

AmeriCorps Education Award for National Service

- Awarded for 600 hours of AmeriCorps service.

EXPERIENCE & SERVICE

Kennesaw State University

- SGIA Assessment Committee (AY 2018 – 2019)

University of North Carolina Wilmington

- Advising: Campaign Management Minor (co-coordinator), College Democrats Club.
- Dept. Committee Membership: PIA Curriculum Committee (AY 2016 – 2017), PIA Assessment Committee (AY 2016 – 2017).
- University Committee Membership: PIA Faculty Senate Representative (fall 2017), Information Technology & Library Committee (AY 2017 – 2018).
- PoliSci Days Planning Committee (2016, 2017).
- Randall Library “Flash Fiction” Judging Committee (2017); Theme: Propaganda.
- Honors Thesis Committee Member (non-department), Madelein Joynt (Spring 2017, Communications Studies).
- UNCW Social Science Applied Research Center (SSARC) Working Group (2016, 2017).

Mass. College of Liberal Arts

- Advising: Pre-Law @ MCLA, Political Science Club, Pi Sigma Alpha.
- Departmental Service: Lead Author 2015 – 2016 Political Science & Public Policy Program Review.
- College Committees/Advisory Groups: Academic Policies Committee (2014 – 2015, 2015 – 2016), Public Policy Speakers Series Planning Committee, Honors Advisory Board, Library Advisory Board, Information Literacy Task Force, Undergraduate Research Advisory Board, Prospective & Accepted Students’ Day Working Group, Writing Across the Curriculum Working Group.
- Search Committees: Member on 2014 CP/IR Political Science Faculty Search, Member on 2015 Asst. Director for Admissions-Multicultural Recruitment Search, Member on 2014/2015 Director of Assessment Search.
- Commonwealth Scholars Thesis Committee Member, Dominic Cooper (Spring 2015).
- Administration: Self & Society Core Domain Leader (2014 – 2015 AY, 2015 – 2016 AY).
- MCLA Representative for the 2014 COPLAC annual meeting on “Commitment to Place” civic engagement and service learning.

Mass. Department of Higher Education

- State University System Sector Leader for Political Science Transfer Pathways/Mass Transfer Meetings (2014 – 2015).

Reviewer

The Journal of Politics, Political Behavior, State Politics & Policy Quarterly, State and Local Government Review, American Politics Research, Politics & Religion, American Review of Political Science, Political Studies, Justice System Journal, PLOS ONE.

Editorial Board Member

Lexington Press Series on Voting, Elections, and the Political Process.

Conference Service

SPSA Annual Meeting

- *Panel Chair:* 2010, 2011, 2016
- *Panel Discussant:* 2010, 2016

MPSA Annual Meeting

- *Panel Discussant:* 2011, 2013
- *Poster Discussant:* 2014

GPSA Annual Meeting

- *Panel Chair:* 2009
- *Panel Discussant:* 2009

Popular Media

WABE Public Radio

- Closer Look: Election 2018 – Outside Influences on Georgia Midterms; Talking Politics in the Workplace (11/5/2018)

The Washington Post

- Leaning authoritarian today? It might be the movie you just watched, new research says.⁵ (12/27/2017)

The Washington Post: The Monkey Cage

- How Google is helping, not hurting, democracy. (12/22/2017)
- Will Latinos become Republican? Not if it depends on being religious. (9/29/2015)
- How Representative are Amazon Mechanical Turk Workers? (12/19/2012)
- Can Google Search Behavior Predict Political Behavior? (12/1/2011)

London School of Economics USA Politics & Policy (USAPP) Blog

- Debunking the myth that poor whites vote against their interests for Republicans. (3/29/2016)
- Extreme media may polarize opinions, but they also educate viewers about politics and policy. (10/21/2015)

Wilmington Star News

- CAPE FEAR VOICES: UNCW students hone civic skills. (11/4/2016)

WUNC Public Radio

- The Changing Landscape of News: Films and Authoritarianism. (1/10/2018)

WAMC Public Radio

⁵Also highlighted in *Bangor Daily News* and the *The Keene Sentinel*.

- On the domestic political implications of terrorism abroad; preview of on-campus panel discussion. (11/23/2015)
- On 2015 mayoral races in Pittsfield and North Adams. (9/28/2015)
- On the 2014 Mass. GOP ticket. (2/13/2014)
- On voter turnout. (10/28/2013)

Reuters

- Analyzing the domestic political implications of terrorism and ISIS abroad. (11/16/2015)

WalletHub.com

- WalletHub: 2016 Election by the Numbers. (11/4/2016)

PsyPost

- Study finds evidence films can activate authoritarian tendencies. (1/21/2018)

Invited Speaker

PALS Dunwoody

- *Topic:* “Elections 2018” (Oct. 15, 2018).

UNCW College of Arts & Sciences, UNCWWednesdays

- *Topic:* “Google and Democracy: Politics and the Power of the Internet” (April 11, 2018).

Wilmington OLLI, The Public Issues Forum

- *Topic:* “Extreme Media and American Politics: Area of Concern or Just the Same Old, Same Old?” (Feb. 26, 2018).

League of Women Voters of the Lower Cape Fear Forum: Redistricting for Fair Elections

- Moderator for Q & A with Judge Tom Ross (Jan. 18, 2018).

Wilmington OLLI, PLATO Presentation

- *Topic:* “Extreme Media and American Politics: Area of Concern or Just the Same Old, Same Old?” (Oct. 17, 2017).

Humanists and Freethinkers of Cape Fear (Wilmington, N. C.)

- *Topic:* “Where are we now, and what’s next? Six months into the Trump Presidency” (July 9, 2017).

Partners for Peace & Justice, L. L. L. Discussion Group (St. James, N. C.)

- *Topic:* Immigration Politics & Policy (March 28, 2017).

Aging in Place Downtown (Wilmington, N. C.) “Tuesday Talks”

- *Topic:* “Looking Ahead: The Next Four Years” (Jan. 10, 2017).

UNCW Residence Life Program Speaker

- *Topic:* “What’s Up with the News?” (Oct. 12, 2016).

Wilmington OLLI, Oct. 2016: “Politics, American Style.”

- *Topic:* “The Curious Case of Voting Behavior in the United States” (Oct. 13, 2016).
- *Topic:* “The Original American Pastime: Campaigns in the United States” (Oct. 20, 2016).

MCLA Community Forum

- *Topic:* Making Sense out of the Senseless: ISIS, U.S. Foreign Policy, and Domestic Politics (public opinion), November 2015.

Normal Rockwell Museum’s “Four Freedoms Forum,” January 2015

- *Topic:* Cultural Legacy of War (War and Public Opinion).

Berkshire OLLI Distinguished Speakers Series, October 2014

- *Topic:* Discussing the Fundamentals and Implications of Mid-Term Elections in American Politics.

GSU Public Management and Policy Community Network, October 2010

- *Topic:* Analysis and Implications of 2010 Georgia Gubernatorial Contest.

Community Service

North Adams Housing Authority

- Gubernatorial (D. Patrick) appointee to NAHA Board, 2014 – 2017 term (resigned in May 2016, relocation).

PROFESSIONAL MEMBERSHIPS

American Political Science Association, Midwest Political Science Association, Southern Political Science Association, New England Political Science Association.

SOFTWARE COMPETENCIES

Stata, L^AT_EX, MS Office Suite, Amazon’s MTurk, R, Qualtrics, RiddleMeThis (experimental software), Dynamic Process Tracing Environment (intermediate), Blackboard/WebCT, ANGEL, Canvas.

- Completed Online Teaching Certification for Canvas practice and pedagogy at MCLA.

REFERENCES

[Redacted references]

Last updated September 27, 2019.

John E Kile



EDUCATION:

MA Business and Organizational Security Management, Webster University in St. Louis, MO | 2015 | GPA: 3.9

- Dean's List, Graduated with Honors

BS Criminal Justice, Georgia Southern University in Statesboro, GA | 2010 | GPA: 3.0

- ROTC Scholarship, 40 under 40 Alumni, Dean's List

EXPERIENCE: *ROTC Instructor - Senior Military Science*

Military Science Instructor – Golden Key Group Milledgeville, GA May 2019 – Present

Served as the OIC/Planner/Operations Officer for Branch Orientation Day. Coordinated with 26 Human Resources Representatives to brief over 8,500 cadets to assist with career path development. Facilitates college Leadership and Military curriculum for Freshman and Junior Level students/cadets.

EXPERIENCE: *Project Manager*

Chief of Security and Law Enforcement Operations – Chenega Infinity LLC –

Federal Law Enforcement Training Center Charleston, SC October 2018-May 2019

The Site Project Manager (SPM) has full authority and responsibility for assuring performance objectives and standards identified in the contract are met for all locations assigned to the contract. The SPM is responsible for exercising leadership, maintaining high morale, and directing the performance of all security personnel assigned to the contract. The SPM will communicate with all PPM, 5 Shift Supervisors, 37 Security Police Officers, 7 Commercial Vehicle Inspectors, 10 Public Safety Telecommunicators, and 15 Administrative Services Personnel, and the client frequently regarding overall Contractor performance, status of contract, and operational issues that are systemic across the contract or specific to a site.

- Increased productivity by 60% by increasing personnel and training within the first 30 days and reduced overtime below 1.5%.
- Instituted HR best practices policies to ensure contractual requirements were met and exceeded.
- Repaired client relationships and instituted organizational change that increased and regained the confidence of the client.

EXPERIENCE: *Congressional Liaison, US House of Representatives*

Wounded Warrior Fellowship – Chief Administration Officer Brunswick, GA July 2018-October 2018

Act as a liaison with federal, state, and/or local agencies on behalf of constituents. In the course of my duties respond to casework inquiries from constituents, act as the grassroots representative for the Congressional Member within assigned areas of responsibility, monitor and update the Congressional Member and district director on district and local issues.

- Hand Selected by the Congressman Buddy Carter for this Extremely Competitive Fellowship.
- Assess casework for matters that might require legislative action and make recommendations to the district director, and or the chief of staff.
- Advisor to the Congressman on Military, Law Enforcement, and Veteran matters.

EXPERIENCE: *Captain, Military Police, United States Army*

Military Police Liaison/FLETC Guest Instructor

Glynco, Ga.

July 2017-June 2018

Responsibilities included International Coordinator, Guest Instructor for the International and Leadership Branch, and Liaison to the US Army Military Police Corps. Focus is in International Law Enforcement, Host Nation Policing and Academy Development. Increased International engagements through strategic collaboration with International Law Enforcement Academy (ILEAs) Directors serving as the administrator, coordinator, and advisor responsible for managing FLETC training during the El Salvador Country visit. Collaborated with the Assistant Director advising him on Security Sector Assistance programs and developments within the US Army and Department of Defense as it relates to DHS/FLETC and identifying avenues which FLETC can support the DOD and US Army international mission. Assisted with lesson plan development on the Leadership in a Crisis Training Program which led to the deployment of this program being delivered at the ILEAs).

- Certified as a Federal Law Enforcement Instructor (Recognized as the #1 Instructor in the Class)
- Certified in Instructional Systems Development by FLETC.
- Hand Select by the Commandant of the US Army Military Police Corps (1Star General) to serve as the Army Fellow at FLETC.
- Certified as Federal Law Enforcement Training Accreditation Assessor.

Law Enforcement Detachment Commander/Installation Provost Marshal Ft. Campbell, KY June 2015-July 2017

Chief Law Enforcement Officer for the command, control, training, administration, operations, logistics, and combat readiness of a 130-person Law Enforcement detachment. Responsible for the law enforcement, emergency services operations for the 50,000 populaces of Fort Campbell. Maintained and accounted for \$1.75 million in weapons and equipment without loss. Ensured the customer service/client relationships were part of the Provost Marshal's Office Top 5 Priorities. This included community engagement events and weekly meetings with stakeholders.

- Managed the Combat Readiness, Training, Morale, Health, and Welfare of a Law Enforcement Detachment, a Military Working Dog Detachment, and an Engineer (Firefighting) Detachment consisting of over 98 Officers, Non-Commissioned Officers, and Soldiers, 46 Federal Civilian Employees, 68 tactical and civilian vehicles, 18 Military Working Dogs, and 226 weapons.
- Rated as top Captain in my Battalion and in the top 5% of my Military Police Brigade; earned Meritorious Service Medal for my achievements.
- Managed an annual combined budget of \$580,000. Manages a combined property book consisting of an estimated value of over 5.5 million dollars
- Implemented and developed a comprehensive Military Police/Department of the Army Civilian law enforcement training program of instruction which included: standardized content and delivery across the enterprise; performance-based exercises with defined outcomes measured through testing for the entire installation of Fort Campbell; and delivered using multiple methods and echelons to include initial, annual, recurring, on-the-job, and professional development training. Conducted Quarterly Installation Wide Training Exercises used to refine response and procedures, as well as to familiarize customers/civilians to Emergencies/Emergency Procedures that included Active Shooter, Mass Casualty, Gate Runner (Installation Penetration), etc....
- Ensured ICS classes were integrated and completed at the appropriate level. This included all supervisors attending ICS 300/400.
- Implemented a quarterly skills evaluation for all sections of the Provost Marshal Office (Desk/Dispatch Operations, Traffic Section, Military Police Investigations, Physical Security, Records, and Patrol) to enhance strengths and identify areas of training.

Operations Officer**Ft. Bliss, TX****March 2014-June 2015**

Current Operations Officer for the Provost Marshal Office in 1st Armored Division (15,000 Soldiers), charged with assisting the Provost Marshal maintain daily operations of the section and ensure continuity with a forward deployed section of the Provost Marshal Cell.

- Coordinated Law Enforcement activities with Division's Brigade Combat Teams and the tenant Military Police Battalion.
- Assisted with the Fort Bliss OPSEC Program, provided technical assistance to the plans officers for preparation of OPSEC annexes for OPLANs/OPORDs as it relates to the Provost Marshal's Office, coordinated and assisted with OPSEC assessments of seven subordinate Brigades and the Combat Support Hospital.
- Ensured that the office has appropriate input in the vast array of long range planning efforts and future operations with 1AD Detainee Operations NCO responsible for the division's detention operations.

Battle Captain**Ft. Bliss, TX/Guantanamo Bay, Cuba****September 2014-March 2015**

Responsible for supervising and leading the Task Force Platinum (TFP) 24 hour Tactical Operations Center (TOC) to ensure it is functional and ready at all times to facilitate Mission Command and provide the Commander Situational Understanding of the Security Force Operations (SECFOR) across three separate Areas of Operation (AO) inside the Joint Operational Area (JOA) and Guantanamo Bay Naval Station that is shared between Army, Navy, Marine & Coast Guard elements Coordinated Law Enforcement activities with Division's Brigade Combat Teams and the tenant Military Police Battalion.

- Responsible for the oversight and coordination of tactical and emergency resources.
- Responsible for the planning, delegation, execution, and tracking of missions assigned to our battalion from the Joint Detention Group.
- Planned, Executed, and Supervised the Joint Area Operations quarterly training exercises to enhance, refine, and compile best practices. These exercises included Inclement Weather, Active Shooter, Escapee, Unauthorized Access, etc...

Battalion Training Officer**Ft. Bliss, TX****August 2012-September 2013**

Served as the training officer for a deployable Military Police Battalion; responsible for streamlining and optimizing subordinate unit's training plans and ensuring they are nested with the battalion commander's training guidance.

- Produced quarterly and annual training guidance in support of the battalion commanders' and command sergeant majors' training priorities; manages the long-range training calendar.
- Reviewed and ensured completeness, accuracy, and legibility of all training records and field training exercise files, this included inspections of subordinate units to ensure all Soldiers received credit for training conducted.
- Managed and verified training programs of instruction to ensure they were within army regulations and

operations manual requirements.

- Supervised three Non-Commissioned Officers responsible for land and ammunition support to subordinate units, schools, and training schedules.

Military Police Platoon Leader Ft. Bliss, TX / Afghanistan

January 2011-August 2013

Platoon Leader in an MTOE Combat Support Military Police Company deployed in support of Operation Enduring Freedom 11-13. Responsible for the combat readiness, mission success, health, safety, welfare, discipline, and morale of 35 Soldiers Deployed to Afghanistan as part of Operation Enduring Freedom; supervised the security of a US compound and the exercises to test its readiness.

- Responsible for the maintenance and accountability of six million dollars of equipment to include 12 MRAPs, 12 BFTs, 48 Harris/ASIP/Thales radios, 19 sets of night vision and thermal optics, 115 individual and crew served weapons, and 12 DAGRs.
- Managed the resourcing, training, planning, and executing the Police Combined Action Team mission in the Sayed Abad District, Wardak, Afghanistan, with one district police station comprised of approximately 400 Afghan National and Local Police and a population of 80,000 civilians.
- Managed the training of 400 Afghan National and Local Police officers within the training guidelines provided by the DOD and the Afghan Ministry of Interior.
- Coordinated, collaborated, trained, and supervised the first Afghan Forces Mission with Afghan Police Commanders in the Lead with Afghan National Army Leaders in Support.
- Recognized as the #1 Platoon Leader in the Brigade, earned a Bronze Star Medal and Combat Action Badge for my efforts.

ADDITIONAL INFORMATION:

Secret Clearance; Scuba Diver, Service Connected Disable Veteran

KENNETH E. HARIPAR

QUALIFICATIONS SUMMARY

Over Sixteen years of experience in third party logistics, transportation and production with expertise in the following:

- Analysis
- Planning
- Problem Solving
- Customer Service
- Financials
- Power Industrial Truck Trainer
- Leadership
- Warehousing
- Transportation
- Warehouse management systems
- Production line
- Safety

SPECIAL SKILLS

Management

- Detailed understanding of warehousing and transportation industries.
- Budgeting and financial controls
- Strong experience in customer service.
- Extensive background in value added production/kitting.

Software

- MS Office Professional, MS Windows, Wolin, Great Plains, and custom software application

PROFESSIONAL EXPERIENCE

NETWORK GLOBAL LOGISTICS – College Park, GA

2015-2016

General Manager

Responsible for the overall 3PL performance of two facilities and multiple warehouse clients. In this capacity I monitored and directed the daily operational performance, efficiency planning, inventory control methods, customer service performance, resources, and quality control/assurance activities. Also responsible for profitability by ensuring cost controls are maintained in order to operate within a stated budget and ensures profitability meets or exceeds stated margins. Developed a high performance structure to support the attainment of long term goals and objectives as well as provide support to ensure total commitment to a high level of quality distribution and leadership. Developed a strong team to communicate effectively with a multi-customer base and develop a solid relationships. I drove continual improvement activities/initiatives with the goal of improving productivity, driving profitable revenue growth, and enhancing customer/associate satisfaction. Sponsored safety in the workplace processes and associate performance by supporting company safety programs and educating associates.

NETWORK GLOBAL LOGISTICS – College Park, GA

2013-2015

Assistant General Manager

Responsible for directing operation managers and supporting the general manager in financial goals. In this capacity I monitored daily operation performance, planning efficiency, inventory control activities, customer service performance, resources, and quality control/assurance activities. Performed the responsibilities of the general manager in his absence. Also responsible for cost controls in order to ensure profitability. Developed a high performance team to ensure total commitment to a high level of quality distribution and operational leadership. Ability to communicate effectively with a multi-customer base and develop a solid relationships. Drove continual improvement initiatives with the goal of improving productivity, driving profitable revenue growth, and enhancing customer/associate satisfaction. Directed safety in workplace processes and associate performance by supporting company safety programs and educating associates.

PROFESSIONAL EXPERIENCE *(continued)***NETWORK GLOBAL LOGISTICS – College Park, GA** **2010-2013*****Operations Manager***

Identify and recommend needed changes to the General Manager on the standardized processes for planning, receiving, picking, consolidation, shipping, quality assurance and quality control over multiple locations. Work with the General Manager to assure that the financial goals of the facilities are being met or exceeded. Coordinate and monitor operations of multiple facilities to ensure performance production rates are consistent with business plan and commitments are met. Forecast and monitor associate staffing and equipment needs to prescribed operational levels and provide recommendations to effectively address operational issues/problems. Promote safety in work processes and associate performance by supporting company and/or facility safety programs, educating associates, and ensuring a generally safe environment.

NETWORK GLOBAL LOGISTICS – College Park, GA **2006-2010*****Office Manager***

Handle the daily duties of managing, training, and supporting the facility staff. Build and maintain solid relationships with the customers, as well as meeting with potential new customers. Process payroll and produce customers billing. Develop facility financial and productivity tracking tools. Determined production (kitting) pricing, design, implement and manage production projects for multiple customers.

TRANSFORCE / BRIGHT TRANSPORTATION – Forest Park, GA **2005-2006*****Dispatcher***

Assisted in day to day operations by load planning and preparing packets containing bill of ladings and maps, dispatching drivers , evaluating an accepting backhauls, also providing data entry and customer service functions.

KODAK POLYCHROME GRAPHICS – College Park, GA **2005-2005*****Customer Service Administrator***

Managed the customer loaned equipment program. Processed equipment orders from our sales force, accepted or rejected configuration. Coordinated with the vendors and freight companies to meet the customer schedules including expediting shipments when needed.

KODAK POLYCHROME GRAPHICS – College Park, GA **2002-2005*****Repair Floor Manager***

Performed depot repair of imaging equipment, tested and repaired returned parts from field technicians. Salvaged and tested legacy parts from purchased equipment to meet part supply chain requirements. Designed production/upgrade processes for product lines. Responsible for maintaining the facility network and phone system

BEVERAGE CONTROL, INC. – Tucker, GA **2002- 2002*****Field Technician***

Sold contracts, resolved customer billing issues and responded to customer service requests to repair broken beverage equipment and scheduled preventative maintenance on contract equipment, and refurbish returned equipment.

PROFESSIONAL EXPERIENCE *(continued)*

SOUTHERN BONDED WAREHOUSE – Morrow, GA **1994- 2001**

Systems Operations Manager

Served as the Novell, NT, and R/S6000 UNIX administrator and overseen the daily activities of the PC technician and computer operators. Designed and implemented the company network infrastructure which included multiple locations.

PCA HEALTH PLANS OF GEORGIA – Atlanta, GA **1994-1994**

MIS Operator

Provided temporary employment as PC support and installation of various hardware and software components, and assisted in the setup of a Novell network.

EDUCATION

B.B.A., Computer Information Systems, Clayton State College – Morrow, GA June 1994

Nicholas J. Federline

Objective

To advance the legacy of Senator Isakson in the United States Senate, to defend conservative values, and to bring about continued and sustainable economic growth to the citizens of Georgia.

Education

Saint Vincent College, Latrobe, PA
Bachelor of Science (*Accounting*), May 2015

Professional Experience

The Binkley Kanavy Group, Pittsburgh, PA/Alpharetta, GA
Senior Accountant, May 2015 – Present

- Manage and lead audits of several non-profits, construction general contractors and a local County
- Develop and oversee time budgets for engagements and manage two staff members
- Perform quarterly and annual compilations and reviews for construction clients
- Perform year-end audit for pharmaceutical manufacturing company
- Facilitate fieldwork and communicate deliverables with client

Pro-Am Safety, Warrendale, PA

SAP Business One Implementation Project Intern, November 2014 – May 2015

- Prepare templates and training materials for SAP Business One customer usage
- Manage the process of uploading and reconciling inventory data into SAP Business One

I-Business Network, Marietta, GA

Functional SAP Business One Intern, May 2014 – August 2014

- Create template database to be used for quick start databases for new clients
- Develop SAP Business One demo database to be used by the sales department
- Use Microsoft SQL Server Management Studio, Crystal Reports and Data Transfer Workbench

Additional Experience

Sports Monster, Pittsburgh, PA

Umpire/Referee, January 2016 – December 2016

- Coordinate, maintain, and organize recreational sports leagues

Saint Vincent College Athletics Department, Latrobe, PA

Athletics Manager, August 2014 – May 2015

- Supervise staff persons for various sporting events

Independent Contracting – Lawn Care Services, Murrysville, PA

Independent Contractor, May 2012 – May 2014

- Maintain personal equipment, tools, and miscellaneous lawn care materials
- Provide weekly lawn maintenance services for three local clients

Leadership/Activities

- Member, Knights of Columbus
- Volunteer, St. Teresa of Calcutta Parish Fish Fry
- Committee Member, Republican Committee of Pittsburgh

Phillip Louie

Mission:

I have worked in a number of roles that required excellent and management people skills. With meticulous attention paid to the technical, legal and confidential details. What matters to me most is getting the job done in a way where all the criteria have been met so projects can proceed in a transparent, timely, and financially responsible manner. I enjoy puzzling challenges, learning new things, solving problems.

Experience and Qualifications:

- 11 years of sales, marketing, and general office experience
- 7 years of IT services experience as a consultant and technician
- 5 call center operations and procedures, maintenance and installation of computers and equipment, general problem solving with direct contact with the general public and over 20,000 users in a higher education enterprise environment
- 3 years supervisory and management experience
- 3 years of budgeting and running meetings
- 2 years in instructional and tutoring experience in a higher education environment
- **Proficiencies:** bash/Linux command line, Python, Windows XP, Windows 7, Windows 8, Windows 10, Windows Server 2008 to 2012, MS Office, Active Directory, Stata, Windows command environment, MacOS, iOS, Android, MS Azure, MS Sharepoint, Google Enterprise, SalesForce CRM, Oracle CRM, Zoho CRM.

Professional Experience:

- *Solar Retail Advisor*

Sunrun 8350 Eastgate Rd, Henderson, NV 89015, USA (07-18 to now)

Duties include: Meeting directly with the public in a retail environment to set appointments for a solar resale company. Generated leads, set appointments, and interacted directly with the public.

- *Self-employed (05-16 to now)*

843 Via Serenelia, Henderson, NV [REDACTED]

Duties included: Managed, consulted, and acted in service position to governments and commercial entities in microwave and fiber-optic networking and telecommunications projects. Maintained remote site monitoring and issued calls of service to appropriate staff. Administered information systems. Issued sales quotes and prospected for new business ventures, contracts, and opportunities in of state and local networks, both in face to face meetings and on-line. I maintained client familiarity with specialized software. I created business forms including bills of sale, inventory sheets, line cards, and newsletters. Familiarity with commonly used academic and office programs.

- *Data Analyst (10-15 to 05-16)*

Student Access Advising, and Testing, UAA Providence Dr. Anchorage [REDACTED]

Duties included: Worked with a team of other workers in collecting, analyzed retention survey data of over 20,000 students throughout the year into actionable plans. Marketed, planned, and deployed survey events. Scheduled appointments for advisors, answered live face to face questions and phone

calls, directed students to proper resources within the university.

- *Outside Advertising Consultant (2015)*

The Local Pages, 4900 Amelia Earhart Dr #1 Salt Lake City, UT 84116

Duties included: Outside B2B advertising consulting and sales for telephone index and on-line packages for an independent telephone index. I also taught formal classes on phone indexing system.

- *Technical Inside Sales Manager and Consultant (2013 to 2015)*

DB Marketing 3062 North Circle Drive Ste. C, Anchorage AK [REDACTED]

Duties included: Managed, consulted, and acted in sales position to federal, state, local governments and commercial entities in LMR radio, satellite, microwave, and fiber-optic networking and telecommunications projects, both classified and unclassified. Issued sales quotes and prospected for new business ventures, contracts, and opportunities in federal, state, out of state, and local networks, both in face to face meetings and online. I maintained client familiarity with specialized software. I created business forms including bills of sale, inventory sheets, line cards, and newsletters. Found, sold, and executed several multi-million dollar deals.

- *Union Benefits Representative, (2013)*

American Income Life Insurance Company 3074 Parkview Drive #203, Covina, CA [REDACTED]

Duties included: Insurance Sales to groups and individuals. I taught formal classes on basic sales strategy. Other duties included the management of the strategic group as well as their individual accounts assets.

- *Financial Executive (2011 to 2012)*

1000 Lakes Drive #325 West Covina, CA [REDACTED]

Duties included: Assessed finances of clientele and determined suitability of products based on risk tolerance and financial goals. Created unique investment and protection plans for clients. Completed investment orders, financial paperwork, managed brokerage, trading, and financial accounts and assets of clients. I was the representative of the month. Professional Licenses acquired: FINRA Series 6, 63, and CA Life, Long Term Care, Health, and Accident Insurance License.

- *Computer Support Technician, (2006 to 2010)*

UAA Information Technology Services UAA Providence Dr. Anchorage AK [REDACTED]

Duties included: Familiarity with commonly used academic and office programs, Windows XP, Windows 7, MacOS, office equipment, Active Directory, call center operations and procedures, maintenance and installation of computers and equipment, and general problem solving with direct contact with public in an environment of 20,000 users.

- *Philosophy and Economics Tutor, (2008 to 2010)*

UAA Learning Resource Center, UAA Providence Dr. Anchorage AK [REDACTED] (2008 to 2010)

Tutored foreign student athletes in group and individual settings introductory and advanced coursework in analytical logic and economics.

- *Marketing Specialist (2005 to 2006)*

UAA Career Services UAA Providence Dr. Anchorage AK [REDACTED]

Duties included: Creating a coherent marketing scheme using both physical and online social media to promote on-campus recruiting events, familiarity with MS Office 2003 and 2007, Active Directory, BANNER software; set up of large recruiting and job fairs on campus, and general office work.

Worked mostly unsupervised and controlled a budget of \$30,000 advertising budget.

Professional Training and Post-Secondary Education:

University of Alaska Anchorage, B.A. in Philosophy, Economics, 2010; Chancellor's List, Dean's List

Volunteer Work:

Student government, Chair of the Sustainability Committee

Actively marketed, planned, and directed events in pursuance of university wide sustainability goals. Directly controlled \$180,000 budget, hired and oversaw the Sustainability Team, and deployment of cost cutting and sustainable measures. 2007-2010. Ran regular weekly meetings in accordance to Robert's Rules of Order. Performed annual budget reviews.

Student Government, Assembly Speaker

Set agenda for weekly meetings. Ran regular weekly meetings in accordance to Robert's Rules of Order. Performed annual budget reviews.

References:

[Redacted references]

VANESSA FLEISCH



Professional Summary

Experienced public servant. Capable of working well with members of the public, and boards to execute a strategic vision. Offering excellent communication, relationship-building and problem-solving skills developed in a career in both government and real estate sales. History of accomplishing challenging objectives under tight deadlines as both an experienced Realtor and a former television news producer.

Skills

- Decision-making
- Collaborative
- Leadership
- Investigative skills
- Skilled multi-tasking

Work History

Mayor Of Peachtree City Georgia, 01/2014 to Current

Peachtree City – Peachtree City, GA

- Works directly with City Council and City Manager to direct public policy for Peachtree City
- Member of The Atlanta Regional Commission's Community Resource Committee
- Member of The Georgia Municipal Association's Federal Policy Committee
- Former Member of GMA's Executive Board
- Works collaboratively in order to create a win-win in negotiations with various entities across the city, county, and state
- Improvements in many areas including communication with citizens
- Top public safety departments in the state
- Major infrastructure improvements across the city including the building of the only spillway of its kind in the state for Lake Peachtree

Peachtree City Council Member, 01/2010 to 12/2013

Peachtree City – Peachtree City, GA

- Initiated key public private partnership to provide recreational opportunities for the seniors
- Negotiated an agreement with hotels raising hotel/motel tax to direct funding to sports tourism
- Worked with GADOT and ARC to research and implement traffic solutions along a busy state road

- Three of four traffic enhancements have been implemented with one \$10 million dollar project to be started in 2020

Realtor With Associate Broker's License , 01/2019 to Current

Southern Classic Realtors – Peachtree City, GA

- Licensed to sell real estate in Georgia since 1997
- Negotiate contracts on behalf of clients
- Represent buyers and sellers of developed and undeveloped properties
- Create and implement marketing plans to drive sales
- Show properties to potential buyers and other brokers at open houses and by appointment
- Maintain social media accounts to promote properties and interact with potential clients
- Guide clients from beginning to end of the home buying process in choosing the right property

Television Line Producer, 04/1986 to 04/1995

CNN And CNN International – Atlanta, GA

- Arranged and edited interview footage for broadcast
- Prioritized news stories for broadcast and decided how they were to be told utilizing video and graphic content
- Researched, developed and pitched stories for live broadcast
- Counseled video-editing crew on material used for video, handling voice-overs and graphic content production for live broadcast
- Began with CNN in April of 1986 and worked way up within the organization to be a line producer at both CNN and CNN International

Education

Bachelor of Science: International Relations

The American University School Of International Service - Washington, DC

- Minor Communications

Victoria Storey

Cell: [REDACTED]

Career Objective: Recent College graduate with experience providing excellent customer/member service in a variety of professional environments seeking Senate Seat with the state of Georgia.

Summary of Qualifications: Organized, highly motivated, detail oriented, with creative problem solving skills. Excellent research skills. Evaluates situations in a timely manner and decides on a plan of action. Willing to accept challenges and learn new procedures and technologies.

Professional Experience:

Saint Philip Benizi **Jonesboro, Georgia** **January 2019-Present**

Internship/Volunteer

- Provides customer/member service to diverse groups of people
- Manage church management and fund accounting software for nonprofits to ensure accuracy in reporting
- Partnered with administrative personnel to develop and distribute a volunteer manual

Saint Philip Benizi **Jonesboro, Georgia** **April 2013-Present**

Volunteer

- Drafts and executes appropriate lesson plans to improve beginner students' skills
- Assists immigrants in overcoming barriers to Naturalization.to enable them become U.S. Citizens.
- Build rapport with students that leads to fostering and nurturing their desire to learn and/or improve their English skills
- Collaborated with fellow colleagues to develop ESL/citizenship registration process

Auditor General Office **Detroit. Michigan** **February 2006-October 2012**

Executive Secretary III

- Arranged, managed, and coordinated calendar, appointments, travel, conferences and meetings for Auditor General
- Prepared payroll using DRMS for AG personnel
- Initiated the update of the Audit Policy and Process Manual and worked with the audit team
- Drafted correspondence and made necessary contacts (calls, face to face meetings) as required in order to solidify and ensure compliance to audit standards
- Represented Office of the Auditor General in Detroit City Council Meetings

Education: Clayton State University, graduated spring 2019, BS Integrative Studies

Organizations: 2018 – 2019 Clayton State Honors Program
2018– 2019 National Society of Leadership and Success-Social Events Chair
SALUTE Veterans National Honor Society Member

Yarko (Yaroslav) Foltyn – Biography

Corporate executive successfully leading business & organizational transformations using Automation & Innovation

Towering Capabilities

- Automation Software Program & Product Delivery
- Lean Certified Six Sigma Master Black Belt
- Program/Process Vision Development & Management
- Strategic Planning / Execution
- Growth & Sunset Initiatives
- Hardware and Software Product Delivery
- Vendor Management

Major Industries

- Telecommunications
- Wireless/Wireline Networks
- Six Sigma/Lean
- Big Data
- Software
- Sports/Athletic Excellence



Program Leader- Cross-organizational Automation for Billing Ops & Field Services – AT&T Atlanta, GA

Lean Certified Six Sigma Master Black Belt- over 120+ Large DMAIC/DMADV & Lean Initiatives Completed

Agile Master Certified- Automation Delivery Programs- BOTS to Webpages to GUIs

The People	The Business	The Passion	Career Goals
<ul style="list-style-type: none"> Typically given the latitude and full autonomy to find / solve problems Manage large programs with 100+ stakeholders Present and roll up status to VP+ of Fortune 500 Co. Identifying, scoping & solving problems 	<ul style="list-style-type: none"> High business acumen – keen big picture view and quantification Statements of Work Corporate divestitures Red project resurrection 	<ul style="list-style-type: none"> Automation Driving adoption of Technology Process management efficiencies Customer success! Change is constant & welcomed 	<ul style="list-style-type: none"> Management of people, processes and technology Further develop leadership skills Constant process/tools improvement for role efficiency New challenges, one-offs

- Father of 3 (In order, L to R)
 - Married 1998 to Dianne Foltyn (L) (Swimming Coach)
 - Chase Foltyn [Redacted] Atlanta, GA
 - Chance Foltyn [Redacted] Middle Park, NY
 - Shelby Foltyn [Redacted] Atlanta, GA



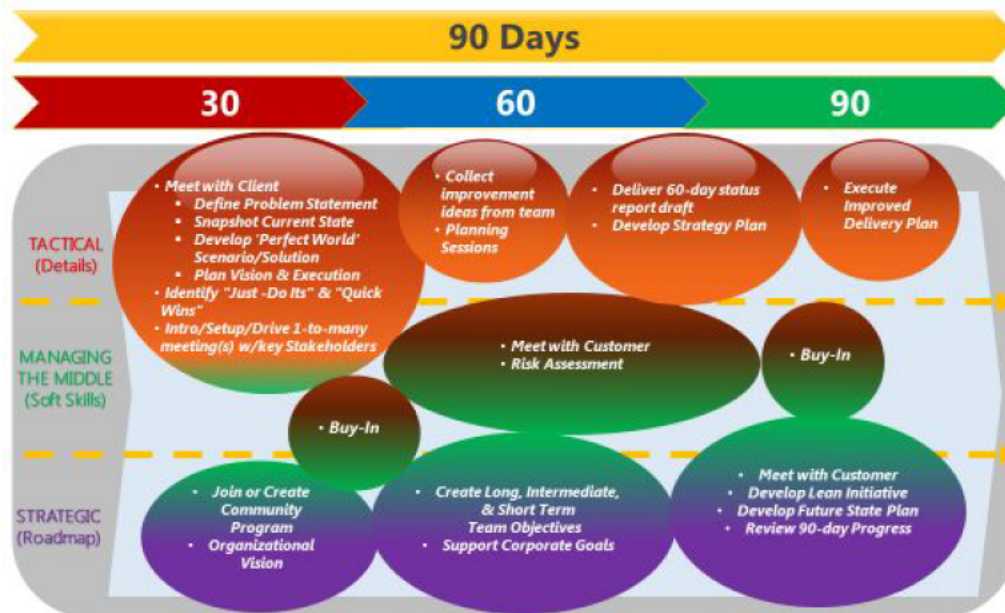
Professional Interests: Leadership, Automation, Transformational Change, Design Thinking, Changing how businesses do business, New Tech

Personal Interests: Family, community, travel, philanthropy, & charitable endeavors

Quantified Successes

- ✓ **\$1.1B** Cash Deal- Instrumental in preparing AT&T Assets for cash deal close. Led AT&T efforts to mechanize updates for over 10,000 items, occurring in AT&T IP Network, Billing Systems, and Business Direct Portal. Updates performed with 99.9+% accuracy
- ✓ Effected **\$97M** in organizational efficiency & effectiveness gains by redeploying, reskilling & automating 1500 FTE resources
- ✓ Generated **\$76M** revenue stream by reducing delivery cycle time from 18+mo to <12mo for Mobility Device Analytics
- ✓ **\$45.5M** Cost avoidance by developing repeatable process which reduced lost inventory from **\$46M to \$500K** of **\$334M** equipment inventory balance
- ✓ Produced **\$56M** accelerated revenue & cost avoidance savings by reducing cycle time from 587 days to 179 days for Out of Franchise Fiber Builds
- ✓ Delivered **\$3M** Program that Automated Billing Inventory Verification

Yarko Foltyn - 30, 60, 90 Day Ramp-Up



Yaroslav Foltyn

Business Systems, Automation & Process Excellence

Self-motivated Corporate executive successfully leading organizational transformations using Automation & Lean. I develop, launch, reinvent & improve multi-million dollar business systems using automation and innovation, with **\$200M+** savings & accelerated revenue.

EDUCATION

Certifications: AT&T Lean Certified Six Sigma Master Black Belt, Agile Lead Certified, Design Thinking, ASCA Level 1 Swimming Coach, PADI Scuba Instructor

Degrees / Concentrations: Bachelor of Science - Physics; Solid State (Atomic) & Astronomy, Math- Statistics

Universities: University of North Carolina at Wilmington, Georgia Institute of Technology, Georgia State Univ (post)

Fields of Study: Solid State (Atomic) Physics, Astronomy, Multivariate Statistics & Regression Analysis, Organizational Performance

COMPUTER / SKILLS

Microsoft Office, Word, Google Docs, Excel, Powerpoint, MS Project, Automation Anywhere (RPA), MiniTab (statistical software), Asana, Github (Version Control), Python (Object Oriented Programming/OPP), Docker (containerization of operating system-level virtualization), Flask (Micro Web Framework), SQL (Relational database management), MicroStrategy, OneNote, Skype, Webex, Telepresence conferencing, Agile Scrum Master, Design Thinking, Artificial Intelligence (AI), Machine Learning, Deep Learning, Containerization,

WORK HISTORY

Program Manager - Automated Billing Ops Data Integrity Validation

2017 to Current

AT&T Automation Center of Excellence (COE)

- **\$1.1B** Cash Deal- Instrumental in preparing AT&T Assets for deal close. Led AT&T efforts to mechanize updates for over 10,000 items, updates occurring in AT&T IP Network, Billing Systems, and Business Direct Portal. Updates performed with 99.9+% accuracy.
- **\$19.3M** Current Annualized Recurring Savings Program Portfolio
- Launched & Developed AT&T Labs/Foundry + CoE Automation Fellowes Rotation Program
- Launched Complete Billing Analytics Program with Oversight, including Billing Ops & Field Tech Work functions
- Built Automated Billing Verification Automation for Circuit Rearrangement- Business Analytics
- Develop and drive technically complex Automation Programs and Solutions- Roadmaps, Team Selection & Vision
- CoE Automation liaison to Big Data
- Software Architecture and Development processes & tools including: Github, Docker, Asana

AT&T Business Analytics Team Program Manager

2015 to 2017

- Developed, Proposed & Started up National Business Analytics Program
- Delivered Program Management & Sustainment Plan
- Data Analytics, Robotic Process Automation, Org development, Innovative Solutions Mining & Solution Implementation
- Selected & Recruited Six Sigma Black Belts to effect National business improvement initiatives
- Drove 30 Nationally-scoped projects annually
- Successfully achieved desired results through development and deployment of high-profile multi-org cross-silo projects
- **\$19M Savings-** Project Lead for the National ATT Mobility Vendor Missing Asset 2.0 Project, resulting in \$4.5M recovery of lost asset value and reduced overall \$19.6M lost asset rate to \$612K
- **\$20M cost avoidance-** Project Lead for National ATT Mobility Reduce Vendor Missing Asset Project
- Developed Solution Selection Matrix for First Field Application cycle time reduction identifying improvement opportunities resulting in 9 viable implemented solutions, Aligning Tech Dev & Ops Dependencies, and timing necessary to Prep Labs for new infrastructure testing.
- Developed 3 BVOIP projects: 1- reduce CT for SS7 Augments, 2- Increase TN & e911 Migration Volume, & 3- Reduce Stranded TN volume
- LEAN VSM Big Data – iQ insights (iQi)/Carrier IQ Project- Define and develop OEM Software loading and analytics. Included end-to-end process of Sales, Product Delivery, Uptake & Consumption Device Analytics Process & Program Project.
- Produced strategies and tracking plans, reduced IQI cycle time by developing process improvement solutions to implement including High-level process flows (SIPOC, CSVSM, 8 Waste Walk, Standard Work, etc.); Developing CSVSM-> FSVSM process for each factory. Developed future Roles & Responsibilities for impacted groups, outlining work-type, reporting, and other work; Developing solutions concerning process and organizational improvement
- Project facilitator for Automating Risk Management Demand Ticket generation, therefore removing Vendor Contract Compliance Manager from manual work loop
- Agile Scrum Master, Python, Docker, AI, Machine Learning

Six Sigma Master Black Belt AT&T Corporate

2011 to 2015

Program Manager

- Drove National Six Sigma Program Implementation and Sustainment in IP&O Org
- Off-loaded 2 External Contract MBBs
- Mentored &/or Certified 9+ Black Belts in Training (BBiTs)
- Managed, Trained & Developed 38 BBs and oversaw 40 or more projects simultaneously
- Support business unit Senior Management in strategy & areas of both Automation & Process improvement
- Created projects, gathered resources, managed and tracked programs to support short and long-range business objectives
- Consulted & advised management regarding quality of work performed by Black Belts and developed managers' skills in developing performance
- Performed as mentor, motivator, change agent, tool and technique master, trainer/educator, leading cross-functional, difficult Six Sigma improvement projects to successful completion
- Worked with highest level of management in the company to develop business improvement strategies and select business improvement projects.

Six Sigma Black Belt- Covington, GA 30014

- Highly successful track record driving bottom line results thru developing and deploying continuous process improvements
- DMAIC Project Lead on the National ATT Mobility ETE Tool Integration
- Lean Project Lead on the National Infrastructure Build / ETE Mobility Tool effort for Southeast, West and MWR
- Lean Project Lead for National ETTCs Big 5 Vendor Management Project which developed Big 5 Vendor SLAs **\$56M** Savings
- Lean Project Lead for National Mobility Vendor Asset Tracking Project
- Lean Project Lead for National Mobility Vendor Billing Process for Vendor Missing Assets
- Lean Project Lead for reduction of core ASE product cycle time tool
- Organized, highly motivated problem solver led 4 Black Belt projects while working towards certification utilizing the DMAIC and LEAN VSM methodologies actualizing in over **\$10M** cost savings Nationally.
- Completed DMAIC project to demonstrate proof of concept of a Web Based ETE Mobility Construction and Implementation System for a core product line that passed thru over 15 departments (Mobility)
- High ability to direct complex projects from concept to fully operational status including development schedules, earned value reporting, analysis, implementation and control.
- Black Belt Certification Advanced Courses Completed - CQ 2100 and CQ 2200 Define and Measure, Analyze Improve and Control, CQ 2300 DMADV, CQ 2400 Process Capability, CQ 2500 Non-Normal Distribution, CQ 2600 TEV and ANOVA, CQ 2700 DOE, CQ 2800 Central Limit Theorem, Lean
- Holistic approach to Continual Improvement and Lean Six Sigma activities developing national and regional project dashboards, tracking systems and metric reporting
- Recipient of 4 Tier 1 Corporate Awards for C&E Six Sigma Project Exemplary Results Award Program
- Led and mentored 4 DMAIC and 3 Lean VSM DMAIC projects and over 40 Lean activities (Kaizen Events, VSM, 5S, Waste Walks, A3, Standard Work, Visual Management Systems)
- Served on the Technical Advisory Council for Lean Six Sigma National C&E Project Survey development 2013
- Mentored for over **60** internal Construction and Engineering and Service Centers Organization Green Belt Projects
- Mentored Black Belts in Training on Lean Six Sigma curriculum towards certification.
- Lead presentations of Lean Six Sigma methodology to focus groups, Quality Management organization, Green Belts and project team members
- Developed National interface between Customer Service and Construction and Engineering (C&E) Departments
- Key producer of Six Sigma and Lean projects in Construction and Engineering (C&E) and Centers organizations at ATT
- Nominated and selected as AT&T Southeast Regional Career Black Belt 2013
- Lean Black Belt certified 2013 - quickest certified Black Belt in C&E
 - Data Analysis Strategy Expert - End to End DMAIC Data Approach
 - Utilize Lean Activity and Lean VSM Project Templates and Roadmaps
 - Hypothesis and Control Chart Selection Flow
- Integration of all employees into the culture of continual improvement. Execution of policy deployment and translation of objectives to all levels of workforce

Manager National Mobility Database Data Integrity Optimization – CASPR

2009 - 2011

- Managed the AT&T Mobility Data Integrity Initiative for Southeast Region Staff
- Southeast Region In- Process Optimization, and Data Integrity Development Management teams.
- Championed initiatives to remove non-value added work content, enhance operational effectiveness, and improve key service measures; while meeting/reducing operational expense targets.
- Created CASPR Data Integrity Dashboard.
- Implemented workflow solutions resulting in millions of dollars in productivity gains and expense savings by reducing defect rate from 40,000 per week to 4000.
- Groups organizational contact/champion for interdepartmental methods, SLA's, business improvement efforts, etc.

Bellsouth Telecommunications, Inc.

2001 - 2009

Engineering & Planning - Outside Plant Operations

- Responsible for 250 square mile service area providing all telecom services to all residential and business customers including maintenance activities for the East Georgia Outstate region.
- Planned, organized, managed, and budgeted resources/efforts relating to the provisioning/maintenance of outside plant requirements, transport and miscellaneous equipment.
- Managed multiple projects and spearheaded the deployment of Fiber portion of new technologies and services.
- Developed / maintained a technically proficient, flexible and diverse workforce.
- Facilitated/coordinated outside plant copper to fiber conversion activities.
- Transport, Feeder and Distribution Engineering Manager
- Designed Engineering Work Orders (EWO) for Greenfield feeder and distribution (copper and fiber) plant, subdivision planning, REHAB, Metro Ethernet, SONET rings, special services, all service orders, SEHOTS tickets, VRAD / Uverse jobs, and fiber backbone EWO's
- Valuable operational knowledge of Telco systems including LFACS, LMOS, OSPCM, AOTX, PMTTool, EFACTS, Granite, TIRKS, along with systems and organizational interfacing proficiencies with I&R, CIM, Construction, DEG, SSI&M and all C&E inter-departmental groups, municipalities, Public Utilities and corresponding Governmental Agencies.

GA Safety Chairman Outstate Georgia

2001-2009

- Oversaw 9 Wire center Geographic Area
- Coordinated Safety-related Events between Craft workers, Management, Organizations and Leadership
- Built cross-functional, inter-departmental, multi-level Safety teams which guaranteed safety compliance for area(s) achieving and surpassed all Safety Goals including:
 - Zero Motor Vehicle Accidents
 - Zero Personal Injury

Manager Network Operations - Georgia ADSL Implementation Coordinator

2000-2001

- Managed and led State-wide implementation of ADSL across Georgia from cradle to grave. ADSL Start-up Team Manager providing software provisioning, maintenance, and surveillance for all local ADSL loop and interoffice transport facilities. (ATM, Frame Relay, SONET, Asynchronous Multiplexer's, Digital Translations, Loop Electronics).
- Developed DSL Construction Methods & Procedures, identified and developed implementation processes and Best Practices concerning DSLAM site selection, construction & Engineering.
- Coordinated cross-functional groups including digital services groups, Central Office and field Dslam turn-ups, WFA-DI/DO input and final acceptance of high speed internet Dslam by the DEG, to turn up and sell DSL service to Customers and performed DSL Implementation SME role.

Manager Network Operations - District Construction Project Manager

1999 - 2000

- Bellsouth- OSPC Construction Project Manager
- Managed Construction workload deadlines for 7 Construction Foremen (ECD/ESD management)
- Copper & Fiber Project management - cable placement and splicing
- Aerial, Buried, Underground, Building, and Central Office Telecommunications Infrastructure
- Resource ordering, allocation, acquisition, and distribution
- DOT compliance
- Contractor / Vendor management
- Microsoft Word. Microsoft Excel. Microsoft PowerPoint.

Outside Plant Technician, Duluth, GA

1998-1999

- Lead Operator of T-40 High-production placing truck
- Field operator skilled at placing & splicing Copper and Fiber cable in aerial, buried, C.O. and underground environments

Gwinnett County School System

1995-1998

Teacher – EBD 9-12th Grade; 10th grade Biology

- Administered and taught the EBD program at Berkmar High School & Shiloh High Schools for grades 9 thru 12
- Directed para-professional assistants
- Managed Individual Education Plans for over 14 High-contact students per semester
- Instrumental in achieving EBD metrics to qualify Berkmar as a Georgia School of Excellence
- Taught 10th grade Biology
- Well versed in positively communicating, motivating, and influencing parents & students

H&R Block, Inc. Metro Atlanta Corporate Customer Service Manager

1991-1995

- Managed all customer issues for 38 Metro Atlanta H&R Block Corporate owned locations.
- Trained 50+ Employees in Quality Control and Customer Satisfaction Training and spearheaded employee feedback and supervision surveys to ensure Customer Retention.
- Facility Safety Compliance and Facilities Evaluations
- Compliance Manager - Corporate, Federal & Local Standards

- QA and QC Manager
- Worked closely with Corporate ownership to exceed corporate production objectives resulting in high quality product.
- Excelled in maximizing quality customer care experience.

Pool Pro, Walton Waves & Youth Swimming

1986 to current

- Founder, President & CEO
- Concrete custom pool and liner pool construction & repair, Coaching, Athletic Excellence & Development
- Founded and Started up 8 local area High School & Middle School Swim Teams- Monroe Area High School, Loganville High School & Middle School, Loganville Christian Academy, Walnut Grove High School & Middle School, Social Circle High School and Middle School
- CFO fiduciary responsibilities, spending, logistics, vendor management, marketing, strategy, web development, revenue generation
- Product delivery, program management, customer service & relations, brand building, community outreach & philanthropy
- Launched & Founded Youth Swimming Summer Swim Team- 600+ member swimming organization in Metro Atlanta

Hobbies

- Family, Reading, Leadership, Fishing, Hunting, Soccer, Tennis
- Launched & Founded Youth Swimming Summer Swim Team- 200+ swimmer org in Metro Atlanta
- Launched & Founded Walton Waves Swimming Year round swim team- Loganville, GA
- Red Cross Lifeguard, First Aid & Lifesaving Certified since 1977, PADI Scuba Instructor Certification
- Coaching, Swim / Soccer: Snellville Supersonics, Swim Atlanta, Youth Swimming, Walton Waves / Recreational & Academy
- 1000's+ Swimmers coached between ages 1 to 87 years, including Local, State, Regional, National & Olympic athletes
- Exercise Physiology and Sports Excellence
- Positively influencing the lives of our Youth!

Other Skills Related to Positions of Interest

- Placeholder

"Do you want to know who you are? Don't ask, Act! Action will define you." - Thomas Jefferson