

# WILLIAM PEREZ

## Emergency Management Intern

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### PROFESSIONAL SUMMARY

Enthusiastic and committed Emergency Management Intern with two years of experience in disaster preparedness and response. Proven ability to support risk assessment initiatives and develop training materials for emergency operations. Adept at collaborating with diverse teams and leveraging strong analytical skills to enhance organizational readiness and community resilience.

### WORK EXPERIENCE

#### Emergency Management Intern

WidgetWorks Inc.

📅 May / 2024-Ongoing

📍 Denver, CO

1. Assisted in developing emergency response plans and protocols for various scenarios.
2. Executed problem-solving techniques to adapt to specific continuity challenges and needs.
3. Reviewed and analyzed FEMA directives, policies, and procedures to align local practices with federal standards.
4. Created and maintained master participant rosters for community emergency response training using Excel.
5. Prepared documentation and reports for training exercises and emergency drills as needed.
6. Facilitated outreach and training sessions for various components of the Executive Office of the President.
7. Responded effectively to emergency situations, ensuring safety protocols were followed within the White House Complex.

#### Emergency Management Intern

Cactus Creek Solutions

📅 May / 2023-May / 2024

📍 Phoenix, AZ

1. Assisted Texas Department of Public Safety in developing training manuals for field assessment teams.
2. Conducted research on current emergency management policies to extract best practices for preliminary damage assessments.
3. Supported after-action reviews and the creation of corrective action plans to enhance future emergency responses.
4. Provided logistical support for a statewide hospital preparedness exercise, coordinating with healthcare facilities.
5. Reviewed and contributed feedback for the Emergency Operations Plan, ensuring compliance with state regulations.
6. Contributed to the development of a Hazard Identification and Risk Assessment to identify community vulnerabilities.

### EDUCATION

#### Bachelor of Science in Emergency Management

University of Central Florida

📅 May / 2022-May / 2023

📍 Phoenix, AZ

Focused on disaster preparedness, response strategies, and risk management practices.

### SKILLS

Emergency Preparedness Planning



Crisis Communication



Public Safety



Disaster Response



### ACHIEVEMENTS

- 🌟 Contributed to a 20% improvement in emergency response times through enhanced training programs.
- 🌟 Developed and implemented a new volunteer coordination system that increased participation by 30%.
- 🌟 Assisted in the successful execution of statewide disaster preparedness drills with over 500 participants.