

# Robert Smith

## *Infantry Platoon Sergeant II*

### **CONTACT DETAILS**

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@qwikresume.com  
[www.qwikresume.com](http://www.qwikresume.com)

### **SKILLS**

Management,  
Organizing.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company Name)  
Reference - 2 (Company Name)

## **PERSONAL STATEMENT**

To obtain a Infantry Platoon Sergeant position to which can utilize leadership experience gained while serving in the United States Marine Corps and as a supervisor at United Parcel Service along with Military Recruiting. Current Employer: Candle Lite Operations Supervisor; Lead and direct a team of up 30 employee's in the sorting and shipping efforts of the operation.

## **WORK EXPERIENCE**

### ***Infantry Platoon Sergeant II***

**ABC Corporation - March 1995 - June 2001**

#### *Responsibilities:*

- Directly in charge of 35 to 45 Marines and their combat readiness.
- Performed Military operations in urban terrain to include the search and seizure of vehicles and enemy prisoners of war.
- Served as the Officer of the day (O.O.D) once monthly for the entire Battalion, this did include roving the grounds while armed to ensure the safety of life and property.
- Responsible for the apprehension of substandard Marines who violated a certain article of the Uniformed Code of Military Justice.
- Performed identification checks to ensure civilians were on base legally and those who were found not to be would detain and escort them off base.
- Performed these duties throughout my entire Marine Corps career while performing guard duty.
- Responsible for special operations training group in Okinawa Japan in the amphibious raid group and served as a Scout Swimmer instructor.

### ***Infantry Platoon Sergeant***

**Delta Corporation - 1991 - 1995**

#### *Responsibilities:*

- Responsible for the training, discipline, morale, welfare, and the tactical employment of 6 NCOs and 28 enlisted soldiers as well as all organic.
- Advised the unit commander as to the most advantageous tactical employment of the platoon in support of the particular mission.
- Two Annual Marine rifle squad competitions ( Super Squad ) - Military Police for 1.5 years.
- Maintained and oversaw 100% accountability of training and logistical support to 50 Soldiers during combat operations; while deployed to Afghanistan.
- Performed short and long-range reconnaissance critical to counterintelligence operations; providing daily risk assessment reports to superior.
- Platoon was selected by the commander to be the primary escort and security for the Department of State and selected again during the 2010 Iraqi.
- This is Dummy Description data, Replace with job description relevant

to your current role.

## Education

Bachelors in Criminal Justice Field - (Ohio University)