

Objective

Eights years honorable service in the United States Army as an Infantryman with experience in the physical security industry along with 4 years of experience in management and administration. Expertise focuses on interior and exterior patrolling to ensure compliance with organizational regulation, and the direct supervision of individual employees conduct operations.

Skills

Microsoft Office, Management, Outlook, Training, Time Management.

Work Experience

Infantry Squad Leader III

ABC Corporation - January 2013 – October 2014

- Served as a senior reviewer of all administrative paperwork before being forwarded to the Senior Leadership for review and signature.
- Established Standard Operating Procedures for administrative paperwork within the organization.
- Assisted in the removal of over \$100,000,000 of equipment from two combat outpost without zero loss or accident.
- Maintained an operational ready status of 95 percent of equipment values in excess of over \$50,000,000.
- Supervised five commodity shops Supply, Communications, Armament, Administrative and Training; for a combined strength of 160 individuals.
- Coordinated and implanted training; Marksmanship, First Aid, Vehicle safety, Equal Opportunity, Sexual Harassment and Assault Program as well as Anti-Terrorism.
- Managed a Platoon of 30-57 Soldiers ensuring their morale, welfare and safety were a top priority at all times.

Infantry Squad Leader

Delta Corporation - 2011 – 2013

- Rifle Squad Leader in a Light Infantry Company; responsible for the welfare, fitness, morale and discipline of nine Soldiers; responsible for the .
- Lead a squad of 9 Marines during Operation Iraqi Freedom Meritoriously promoted to rank of Corporal.
- Supervised and implemented rigorous programs of instruction for groups of up to 30 soldiers in basic infantry skills, maintenance of U.S.
- Army vehicles and equipment, and life skills.
- Managed a 10 man infantry squad performing monthly performance reviews, compiling personnel reports, and coordinating logistic support resulting in .
- Served a four year tour of active duty achieving the rank of Sergeant (E-5) and holding numerous leadership .
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

Bachelor's- (Northern Adirondack Central School Ellenburg Depot - Ellenburg Depot, NY)