

# Robert Smith

## Lead Lieutenant Colonel

### **CONTACT DETAILS**

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

### **PERSONAL STATEMENT**

Highly qualified Lieutenant Colonel with experience in the industry. Enjoy creative problem solving and getting exposure on multiple projects, and would excel in the collaborative environment on which your company prides itself.

### **SKILLS**

Microsoft Office,  
TapRoot, Sharepoint.

### **WORK EXPERIENCE**

#### ***Lead Lieutenant Colonel***

**ABC Corporation - April 2004 - January 2006**

##### *Responsibilities:*

- Provided legal consultation to the Wing Commander.
- Ensured unit procedures were in accordance with Air Force regulations.
- Served as prosecutor in court-martial proceedings and recorder for administrative hearings.
- Received nation recognition for writing Chapter 5 of the Air National Guard Commanders Legal Desk book which dealt with all civilian personnel matters.
- Provided in-depth root-cause analysis and expertise on quality management as it related to the unit mission.
- Assisted all divisions within the organization to include Human Resources, Safety, and Flying units in the evaluation of their programs, procedures, and directives.
- Prepared information, research, position papers, briefing statements and oral reports used for decision and actions.

### **LANGUAGES**

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

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

#### ***Lieutenant Colonel***

**Delta Corporation - 2000 - 2004**

##### *Responsibilities:*

- Selected and served as Garrison Chaplain of Presidio of Monterey, California.
- Pilot-in-Command for Air Force II, First Lady Barbara Bush, Cabinet Secretaries, Members of Congress and Foreign Dignitaries.
- Previous USAF assignments C-130 Flight Standards Pilot, chief simulator instructor pilot, visual system simulator acquisition project officer, chief .
- Licenses and Ratings Airline Transport Pilot, certificate #2139226, type ratings A319/320, B737, B757, B767, G1159, CE500, L382; Commercial .
- Summary of Military Assignments Commander, Camp Butner (Dual Status DA Civilian) Assistant Deputy Chief, Installation Management JFHQ-NC (Active .
- Knox (Active Duty) Communication & Electronic Officer - 1-252 Armor Battalion Executive Officer - Troop E 196th Cavalry Platoon Leader - Troop E .
- Program Manager, Marine OnLine Total Force Administration System/Head, Manpower Information Plans Branch Commanding Officer,

### **REFERENCES**

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

## **Education**

Certificate in Human Resources - (UNIVERSITY OF CALIFORNIA AT LOS ANGELES - Los Angeles, CA)