ROBERT SMITH

Operations Sergeant

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Offer strong team leadership ability manage multiple tasks while initiating Right First Time executions seeking responsible challenging position innovative company that involves growth, job enhancement professionalism while making positive contributions toward organization.

CORE COMPETENCIES

Microsoft Office, Database/sql, Web Design, Networking.

PROFESSIONAL EXPERIENCE

Operations Sergeant

ABC Corporation - February 2014 – September 2015

Key Deliverables:

- Fort Drum, NY 13602 United States 02/2014 - 09/2015 Salary 53,085.60 USD Per Year Hours per week 80 Operations Sergeant Duties, Accomplishments and Related Skills Supervisor for Operations cell of 15 personnel for Military Police Combat Support Company.
- Responsible planning, coordination, resourcing training of a Unit comprised of 163 personnel.
- Tracked law enforcement certifications for 127 personnel include yearly re-certification on Access Control to installation, DUI recognition, New York Traffic Laws, and prisoner transport.
- Enforced practiced safety security policies according to state and federal regulations while United States and internationally.
- Supervised readiness for unit pre-deployment and post-deployment training and briefings to include Family Readiness Soldier readiness.
- Scheduled schools training to provide career enhancement technical knowledge for 163 personnel.
- Used Defense Travel System ensure all assigned personnels travel for training mission execution were properly synchronized.

Operations Sergeant

Delta Corporation - 2010 – 2014

Key Deliverables:

- Responsible for the apprehension of two AWOL Soldiers Volunteered to serve as Escort for the transporting of remains of a fallen Solider in .
- Assist Family members in preparing and processing personal actions while Soldiers are deployed.
- Performed direct administrative support to over 5,000 students annually Coordinated long and short range planning and goals for training programs .

© This **Free Resume Template** is the copyright of Qwikresume.com. **Usage Guidelines**

ROBERT SMITH

Operations Sergeant

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

- Supervisor MSG Love, Tony- (253) 224-1893; Contact Yes Duties Served as an Operations Sergeant in an Inland Cargo Transfer Company; responsible .
- Also responsible for cargo/supply operations at Central Receiving/ Shipping Points and Theater Distribution Centers in Sustainment and Brigade Combat .
- Was accountable for the employment of 4 RT.
- Supervised the preparation of 190 vehicles and unit equipment for air movement.

EDUCATION

- General Studies - (Central Texas College Killen)

2259 Oak Street, Old Forge, New York, 13420
© This **Free Resume Template** is the copyright of Qwikresume.com. **Usage Guidelines**