

**Name**

**Address**

**Mobile: - Ext:**

**Evening Phone: - Ext:**

**Email:**

**Availability:**

**Job Type:** Permanent, Detail, Telework

**Work Schedule:** Full-Time

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**Work Experience:**

**USDA Forest Service**

3833 S. Development Avenue

Boise, ID 83705 United States

**04/2019 - Present**

**Hours per week: 40**

**Series: 0301 Pay Plan: GS Grade: 15**

This a time-limited appointment or temporary promotion

**Assistant Director, Capabilities Development and Integration (This is a federal job)**

**Duties, Accomplishments and Related Skills:**

As the Assistant Director for Capabilities Development and Integration my primary duties are the management of a diverse program that provides mission critical capabilities to the interagency wildland fire community. Clear and concise communications with the leadership of the Forest Service to identify priorities and challenges are essential to the efficient management of the program. Based on the leadership priorities I have focused on establishing the prioritized program of work for the Fire and Aviation Management Information Technology team and ensuring that all members of the team can relate their daily activities to the overall strategic priorities.

Additional challenges that require prioritization are the implementation planning for congressional mandates such as S47 Section 1114. I established an interagency team to coordinate the scope and requirements to ensure that implemented solutions meet the needs of the wildland fire business. Communicating these activities across all levels of the organization and with our interagency partners has been my primary focus as we are in the early stages of implementation.

Management duties also entail budget formulation and execution; ensuring that Project Management mandatory reporting to OMB is completed on time and with accurate information; ensuring that acquisition plans are submitted as required; ensuring that the team members and supervisors are provided with the budgetary, staffing, current information and timely decisions they need to fully execute their programmatic areas.

Supervisor: Name(contact number)  
Okay to contact this Supervisor: Yes/no

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**Bureau of Land Management**  
3833 S. Development Avenue  
Boise, ID 83705 United States

**05/2016 - Present**

**Hours per week: 40**

**Series: 2210 Pay Plan: GS Grade: 14**

**Branch Chief for Fire and Aviation IT (This is a federal job)**

**Duties, Accomplishments and Related Skills:**

As the Branch Chief for BLM Fire and Aviation Information Technology I lead and manage a program that provides application and infrastructure support to the Wildland Fire and Emergency Responder Community. The Fire and Aviation IT Operations Branch is part of the National Operations Center (NOC) Division of Information Resources Management (DIRM).

The program has several applications including the Incident Qualifications and Certification System that tracks over 62,000 emergency responder fire and all hazard qualifications to ensure that the emergency responders that are deployed nationally and internationally have the necessary training and experience; the FireCode system that provides financial codes to the interagency community for wildland fire and emergency incidents and the Wildland Fire Management Information System that provides weather and lightning data to fire operations and predictive services.

Additionally the program provides infrastructure support for the National Interagency Fire Center external Network (NIFC eNET) data center that hosts the applications in an external environment making it accessible to all federal and state cooperators. The infrastructure managed also provides network access, the voice over internet protocol (VOIP) phone system, and data storage for the interagency partners that work at the National Interagency Fire Center. With approximately 800 interagency employees at NIFC with a critical mission of wildland fire support there is a need and expectation for high reliability and connectivity.

Interagency cooperation is a key component of the position and as such I am also part of the Wildland Fire Information Technology (WFIT) initiative. The WFIT strategy focuses on defining and supporting the required capabilities of the wildland fire community while ensuring that there is not unnecessary redundancy and that data is shared across multiple applications.

With such a diverse and critical program my primary focus is communications with the

interagency community that we serve to ensure that we are meeting their needs. It is also imperative that I coordinate closely with the NOC Management Team and the NIFC Management Team and keep them apprised of any issues that could impact the IT capabilities of the emergency responder community.

**Supervisor:**

**Okay to contact this Supervisor:**

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**Bureau of Land Management**  
3833 S. Development Way  
Boise, ID 83705 United States

**07/2012 - Present**

**Salary: 109,581.00 USD Per Year**

**Hours per week: 40**

**Series: 0301 Pay Plan: GS Grade: 14**

**IQCS Program Manager (This is a federal job)**

**Duties, Accomplishments and Related Skills:**

As a member of the BLM Fire and Aviation Information Resource Management Team I have provided leadership and strategic planning for our organization. I designed the transition plan for the reorganization of our team as part of the IT Transformation initiative. I worked with the managers from both organizations to determine organizational priorities and to resolve process issues that occur when two organizations are merged. I continue to work with the management teams for BLM NIFC Fire and Aviation and the Division of Information Resource Management to ensure that we are providing cost efficient and exceptional customer service for the critical wildland fire IT support and the BLM IT services as a whole.

My participation over the years in emergency support has provided me with a depth of understanding of how the services we provide directly impact the success of the mission. This has enabled me to make critical decisions in policy changes, workload prioritization, resource allocation and strategic goals for our organization.

I have served on several committees as part of the Wildland Fire Information and Technology (WFIT) effort to resolve interagency conflicts and assist in business requirements gathering to determine the future architecture of wildland fire information technology. I am very familiar with the WFIT strategic plan and have participated in the planning sessions to assist with implementation.

I have served as the acting Branch Chief Manager and the Fire Application Business Systems Manager many times over the past few years and have developed and monitored the annual work plans, budget requirements and provided the workload prioritization for the Branch. We have successfully met our objectives and reduced costs extensively over

the past several years as we found opportunities to reduce costs through interagency cost sharing, technology improvements or organizational changes.

One of the strengths that I have is the ability to communicate effectively with project team members, agency representatives, interagency committees and executive sponsors. I focus on the business requirements and ensuring that the complex technical issues are communicated to these audiences so that we can work towards meeting business needs and resolution on any issues. Part of the success of my communication strategy is that I ensure that alternatives and impacts are clearly identified to help team members and executive sponsors make informed decisions.

As the Incident Qualification and Certification System (IQCS) Program Manager I am responsible for all aspects of the application project management. I provide leadership and management of the IQCS Staff and determine priorities for budget and application updates.

I am responsible for leading the project teams and developing and maintaining the documentation for IQCS. This includes all personnel management such as performance reviews, staffing analysis, hiring, conflict resolution, and contract administration. I also am responsible for the monthly Earned Value Management reports and all project management documentation such as operational analysis updates, project plan updates, risk management updates, and acquisition plan updates. I also maintain and provided the required documentation for the Capital Planning and Investment Control (CPIC) to the BLM and Department of Interior investment boards.

I am currently a certified Project Management Professional (PMP); Certified as Senior/Expert Level Program Manager with the Federal Acquisition Institute (FAC P/PM Level III); and a certified Contracting Officer's Representative (COR).

**Supervisor:**

**Okay to contact this Supervisor:**

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**Bureau of Land Management**  
3833 South Development Avenue  
Boise, ID 83716 United States

**03/2011 - 07/2012**

**Salary: 100,914.00 USD Per Year**

**Hours per week: 40**

**Series: 0301 Pay Plan: GS Grade: 13**

**Project Manager (This is a federal job)**

**Duties, Accomplishments and Related Skills:**

As a Project Manager for the Bureau of Land Management (BLM) Fire and Aviation Information Resource Management (IRM) Branch I was responsible for several ongoing projects. I provided leadership and management through all life cycle phases of the projects; from initiation, planning and implementation to closeout.

Projects that I worked on include the Federal Emergency Management Agency (FEMA) Incident Qualifications and Certification System (IQCS) Proof of Concept; the Data at Rest (DAR) implementation; SafeNet Re-Engineering; Certification and Accreditation contract initiation and selection; Knowledge Management portal analysis; Wireless Networking for Incidents; and the Commercial Wireless contract analysis.

The FEMA IQCS Proof of Concept project was completed ahead of schedule and under budget. The Data at Rest project went from all reds and yellows on the Department of Interior project Dashboard to all greens on the dashboard by the end of my detail.

I was responsible for leading the project teams and developing and maintaining the documentation for the projects. This included the Earned Value Management documentation which provided analysis for managers and project team members on the health of all of the projects schedule and budget. I also maintained and provided the required documentation for the Capital Planning and Investment Control (CPIC) to the BLM and Department of Interior investment boards. I provided advice and subject matter expertise to project team members and interagency partners on the CPIC process and the EVM analysis. I also helped entry level project managers work with EVM formulas and project analysis techniques.

The most complex part of the projects that I worked on involved interagency coordination. Many of the projects had interagency team members and interagency committees that chartered the projects. Each agency had different reporting processes, deadlines and requirements and it was essential that I maintain the communications and dialogue with the other agencies to ensure project success.

**Supervisor:**

**Okay to contact this Supervisor:**

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**Bureau of Land Management**

Denver Federal Center

PO Box 25047

Denver, CO 80225-0047 United States

**08/2010 - 03/2011**

**Hours per week: 40**

**Series: 0340 Pay Plan: GS Grade: 14**

This a time-limited appointment or temporary promotion

**Senior Project Manager** (This is a federal job)

**Duties, Accomplishments and Related Skills:**

This position was a temporary promotion as a Project Manager for the Network Operations Center. I was the Project Manager for the Bureau-wide deployment and implementation of the McAfee Endpoint Encryption software.

The project was over eighteen months behind schedule and there were serious technical issues when I was assigned as the Project Manager. It was rated as "at risk" with the Department and was scored with red status on all aspects of the deployment.

The project was over eighteen months behind schedule and there were serious technical issues when I was assigned as the Project Manager. It was rated as "at risk" with the Department and was scored with red status on all aspects of the deployment.

I evaluated the business needs and issues; negotiated for additional resources and established the project team. It was clear that the only way to successfully deploy this critical security software was to establish better communications with the BLM States and Centers. I established a team of subject matter experts with representatives from the other DOI Agencies that had already deployed the software as well as BLM state and center representatives consisting of managers and system administrators. I gathered and validated the business requirements and implemented a pilot deployment to better identify the technical issues.

I created an issue tracking system that the technical team evaluated and prioritized for resolution and established a test lab environment to test the recommended solutions. A key part of the success of the test lab and configuration changes that were later implemented across the Bureau was the DOI, state and center technical team representatives. The wealth of knowledge that they brought to the table turned the whole project around. In addition, the states and centers involvement in the solution resolved a lot of the communications issues and decreased the operational impacts with a coordinated deployment that was scheduled for after the fire season and field season.

When I finished my temporary detail the software was deployed to 94 % of the BLM and was rated as green on the DOI Project Scoreboard in all areas.

**Supervisor:**

**Okay to contact this Supervisor:**

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**Bureau of Land Management**  
3833 S. Development Way  
Boise, ID 83705 United States

**12/2004 - 03/2011**

**Salary: 87,984.00 USD Per Year**

**Hours per week: 40**

**Series: 2210 Pay Plan: GS Grade: 13**

**IRM Program Manager / Deputy CIO Fire and Aviation (This is a federal job)**

**Duties, Accomplishments and Related Skills:**

As the IRM Program Manager and Deputy CIO for the Office of Fire and Aviation, I was responsible for a large and diverse program. The program included the National Remote Sensing/Fire Weather Support Branch, the Fire IT Business Applications Branch and the National Incident Communications Division.

The national interagency applications that are developed and maintained within this organization include IQCS, WFMI, ASCADS (which feeds data to applications owned by interagency partners), Firecode, Airspace and Fire Reporting. Additionally, the computer and telecommunications support for the BLM and many interagency customers at NIFC is the responsibility of the IRM program.

With over 100 interagency employees in the program, personnel management, developing budgets, Earned Value Management reporting, CPIC documentation review and approval, strategic planning, organizational and staffing issues are a large part of my daily responsibility.

Many of the national emergency fire support applications, programs and the IT Security issues that I was responsible for are reviewed by the OIG regularly. Additionally, any down time of the applications or loss of personal information stored on the systems could seriously impact the Bureau's and our interagency partner's ability to fight fires.

While I was in this position, we faced many fiscal and organization challenges. Completing the projects that were ongoing in our organization with reduced funding and staffing was a very big challenge. I worked with management, my staff and human resources to lead the program and make the organizational and policy changes necessary to meet the ever changing demands.

Each land management agency has differing priorities and business practices that we worked within to meet the needs of our customers. State and private representatives were a large portion of our customer base as well and they had additional needs that require pre-planning and thoughtful coordination. Because of the interagency emergency support that we provided, a great deal of my job involved building coalitions and finding the middle ground to move forward.

**Supervisor:**

**Okay to contact this Supervisor:**

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**Bureau of Land Management**

3833 S. Development Avenue  
Boise, ID 83705 United States

**03/2007 - 07/2007**

**Salary:** 95,056.00 USD Per Year

**Hours per week:** 40

**Series:** 0301 **Pay Plan:** GS **Grade:** 14

This a time-limited appointment or temporary promotion

**Project Manager** (This is a federal job)

**Duties, Accomplishments and Related Skills:**

I worked for the Bureau of Land Management Chief Information Officer for a 120 day detail. My primary assignment was to assess document management and knowledge management computerized solutions and make a recommendation for Bureauwide implementation.

I visited several other federal agencies, including the Department of Defense and approached the project from a lessons learned point of view. I reviewed existing applications and applications that were in the process of deployment and sought out candid evaluations of the pros and cons for each system.

I believe that this enabled me to make a solid customer perspective and fiscally sound recommendation to the CIO. The recommended application is currently being deployed within the BLM.

**Supervisor:**

**Okay to contact this Supervisor:**

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**Bureau of Land Management**

3833 S. Development Way  
Boise, ID 83705 United States

**10/2001 - 12/2004**

**Salary:** 74,413.00 USD Per Year

**Hours per week:** 40

**Series:** 0391 **Pay Plan:** GS **Grade:** 13

**Telecommunications Manager** (This is a federal job)

**Duties, Accomplishments and Related Skills:**

As the Wireless Technology Manager, my challenge was to create our unit from the ground up. By working in partnership with my supervisor and representatives from the



interagency community we determined the mission and vision of our new work group. Utilizing this information, I wrote the position descriptions for the 2 Telecommunications Specialists and the Electronics Engineer and worked with personnel through the entire classification, advertising and selection process. I also determined the budget, space and equipment requirements that were needed and worked within the required regulations to establish our office.

I worked to promote our group as a renowned source of experts in radio/wireless technology for the BLM and the interagency community. This required patience and perseverance as there was conflict with other Department of Interior agencies on interoperability rules and our essential role in establishing the requirements for Bureau personnel that meet our operational requirements.

As the lead for several interagency teams, I worked with the states to resolve and improve their critical radio communications infrastructure. This was accomplished by conducting fact finding reviews and providing thorough out-briefings, comprehensive written technical solutions that adhere to Bureau standards.

I wrote several of the current policies that are now standard practices for Bureau Operations on radio requirements, standardization and safety related issues.

Due to shifting priorities I had to be flexible and I had to be an optimistic leader for my staff as we dealt with conflicting demands and requests for assistance, limited budgets, and continuous radio equipment upgrades with new software releases on a daily or weekly basis.

I submitted yearly budget requests for our operational needs and tracked expenditures on a monthly basis to ensure that we were staying within our allotment. I also distributed several million dollars to the states for narrowband radio replacement and established spreadsheets and tracking processes to determine if the states had utilized their funding without exceeding their limits and procured only the authorized digital radio equipment as mandated by DOI.

**Supervisor:**

**Okay to contact this Supervisor:**

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**USDA Forest Service**

3833 S. Development Ave.

Boise, ID 83705 United States

**03/1992 - 10/2001**

**Hours per week: 40**

**Series: 1712 Pay Plan: GS Grade: 12**

**Technical Training Branch Chief (This is a federal job)**

**Duties, Accomplishments and Related Skills:**

My duties included, but were not limited to:

- \* Supervision, direction and management of three separate training sections
- \* Yearly budget and work plan management
- \* Coordination and scheduling of national training courses
- \* Life cycle replacement and budgeting for radios, test equipment and tools
- \* Provide national recommendations as a subject matter expert on incident communications training and qualifications
- \* Provide direction and recommendations on advanced telecommunications training, recruitment and qualifications to Telecommunications Managers
- \* RFA and frequency management for emergency incidents
- \* Developing and coordinating Emergency Incident Communications courses
- \* Developing and teaching hand-held radio/repeater testing and repair courses
- \* Teaching LAN/WAN Installation and Telephony fundamentals
- \* Web page design and support for the Incident Communications Support Unit
- \* Supervising nine interagency Electronics Career Experience Program Students
- \* Certified tower climbing instructor
- \* Communications Duty Officer for the Telecommunications Branch, responsible for coordinating frequencies, equipment and personnel for emergency communications response as well as setting priorities and establishing deadlines.

**Supervisor:**

**Okay to contact this Supervisor:**

**USDA Forest Service**

Colville National Forest

765 S. Main Street

Colville, WA 99114 United States

**01/1990 - 03/1992**

**Salary:** 45,000.00 USD Per Year

**Hours per week:** 40

**Series:** 0391 **Pay Plan:** GS **Grade:** 9

**Telecommunications Specialist (This is a federal job)**

**Duties, Accomplishments and Related Skills:**

My duties included; but were not limited to:

- \* PBX Installation/Programming and Repair
- \* Handheld Radio/Repeater Testing and Repair
- \* Mobile Radio Installation

- \* Tower climbing and antenna installation
- \* Category 5 Wiring Certified installations

**Supervisor:**

**Okay to contact this Supervisor:**

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**USMC**

NA, United States

**01/1985 - 03/1991**

**Salary: 27,000.00 USD Per Year**

**Hours per week: 40**

**Sergeant, Avionics Division**

**Duties, Accomplishments and Related Skills:**

My primary duties when I was recalled to active duty for Desert Storm were the following:

- \* Assessing communications breakdowns in the Mobilization Wide Area Network
- \* Established a command post for Operations that detailed Mobilization Status
- \* National War College Staff Member

Prior to Desert Storm I was and Avionics Technician and my primary duties were the following:

- \* Crew Supervisor for Avionics Communications and Navigation Repair Shop
- \* Repaired Communications and Navigation Equipment for several types of aircraft
- \* Combat deployments to Okinawa Japan and Pohang Korea as an Avionics Technician
- \* Computer Programming to establish "user-friendly" menus for military programs

**Supervisor:**

**Okay to contact this Supervisor:**

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**Education:**

**Project Management Professional (PMP) Certification** Boise, ID United States  
Professional 03/2011

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**National Defense University IRM College** Fort McNair, DC United States

Technical or Occupational Certificate 04/2010

**GPA: 4.0** of a maximum 4.0

**Major: IT Project Management Honors: Cum Laude**

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**National Defense University IRM College** Fort McNair, DC United States

Technical or Occupational Certificate 04/2010

GPA: 3.8 of a maximum 4.0  
Major: Chief Information Officer

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**Contract Officer's Representative (COR) Certification** Boise, ID United States  
Technical or Occupational Certificate 01/2008

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**Job Related Training:**

Leadership/L481-Intent into Action 2019  
National Defense University IRM College Project Management Certification  
National Defense University IRM College CIO Certification  
L480-Exceptional IMT Leadership 2006  
DOI BLM Leadership Academy 2004  
USMC Leadership Academy 1987

**Affiliations:**

Federal Acquisition Institute - Program Management Level 3 Certification  
Project Management Institute - Project Management Professional  
Federal Acquisition Institute (FAI) - Contracting Officer's Representative (COR)

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**References:**

Name	Employer	Title	Phone	Email
(*)		Incident Commander		
(*)	Bureau of Land Management	Telecommunications Specialist		
(*)				

(\*) Indicates professional reference