

TOM TUCKER

Seeking position as...
* DIRECTOR OF OPERATIONS *

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Eight years of top-level strategic leadership, analysis, and planning in situations and cultures of rapid change.

ORGANIZATIONAL LEADERSHIP / STRATEGIC COMMUNICATIONS / PROCESS IMPROVEMENT

IMMEDIATE VALUE OFFERED

Staff Training & Development: Develop and direct teams through participatory management style that spurs 110% contribution. Understand secret to great teams is casting by individual strengths. *Achievements include...*

- ☑ **Received City of Newport Award for outstanding leadership**, United States Navy Department Head School.

Organizational Development: Consistently deliver mission-critical results to reengineer company processes for increased efficiencies and decreased costs. *Achievements include...*

- ☑ **Selected as Conrad Scholar for analysis of Sea Enterprise**, a Navy-wide initiative to implement process change and free resources for investment, recapitalization, and organizational culture transformation.

Operations / Project Management: Knowledge of complete project lifecycle—able to direct projects, programs, operations, and businesses from initial analysis through quality outcomes. *Achievements include...*

- ☑ **Received the Navy and Marine Corps Commendation Medal** for overcoming logistical challenges of transit of eight surface ships and ten submarines through the Suez Canal.

Transferable Skills:

High-Level Management
Program Development
Performance Metrics & Analysis
Crisis Communications
Consensus Building
Tactical Planning
Strategic Vision & Mission
Cross-Cultural & Crisis Communications
Cross-Functional Team Leadership
Logistics & Timelines
Executive Presentations
Financial Management
Long-Range Planning
Organizational Effectiveness
Relationship Building

RELEVANT EXPERIENCE & EMPLOYMENT SUMMARY

Weapons Officer , USS BAKER (DDG 55)	2006 – Present
United States Navy Department Head School	2005 – 2006
Naval Postgraduate School	2004 – 2005
Training Officer , DESTROYER SQUADRON FIVE FIVE	2002 – 2003
Damage Control Assistant , USS TITANIC (FFG 36)	2000 – 2002

EDUCATION

MBA, Financial Management, (3.9 GPA), 2005
Naval Postgraduate School, Oceanside, CA

- Norton Scholar Award in Financial Management
- Beta Gamma Sigma Honors Society Member

B.S., English, 1999
United States Naval Academy, Annapolis, MD

- Varsity basketball player for two seasons

“Tom is hands down the best Lieutenant I have ever worked with ... **the best of the best** and my go to officer for difficult tasks”

Commanding Officer

Top Secret / SCI Security Clearance

<p><i>RELATED AREAS OF ABILITY</i></p> <p>Program Development</p> <p>Management</p> <p>Program Feasibility Analysis</p> <p>Operations Analysis</p> <p>Strategic Planning</p> <p>Management & Training</p> <p>Organizational Change</p>	<p>DETAIL OF KEY PROJECTS AND CHALLENGES</p> <hr/> <p>Weapons Officer, USS BAKER (DDG 55) Directed training of 330-person crew in all aspects of antiterrorism and force protection.</p> <p><i>Results & Performance</i></p> <ul style="list-style-type: none"> ▪ Developed highly reputable ship-wide mentorship program, which enhanced retention and maximized career opportunities and professional growth. <p>Led department of 65; oversaw maintenance / operation of advanced weapons technology.</p> <p><i>Results & Performance</i></p> <ul style="list-style-type: none"> ▪ Managed on-load and off-load supply chain processes of \$130 million ammunition / weapons enterprise. ▪ Ranked FIRST among all exceptional department heads. <hr/> <p>Naval Postgraduate School Analyzed critical Navy-wide initiative Sea Enterprise with goal to modernize / recapitalize US Navy—interviewed executives, analyzed financial documents, and tracked project’s progress.</p> <p><i>Results & Performance</i></p> <ul style="list-style-type: none"> ▪ Selected as Conrad Scholar for exceptional research in financial management—award-winning thesis paved way for two new Navy-wide initiatives. ▪ Hand-picked to brief the assistant secretary of the Navy at the Pentagon. <hr/> <p>Training Officer at DESTROYER SQUADRON FIVE FIVE Assessed readiness of six surface ships and 1,500+ personnel for wartime deployment through astute metrics and performance measures analysis.</p> <p><i>Results & Performance</i></p> <ul style="list-style-type: none"> ▪ Fulfilled 150+ certifications (100% completion) in less than four months, resulting in most effective training timeline in modern Navy history. ▪ Ranked FIRST among all exceptional division officers. <p>Planned / directed movement of multi-organizational strike force for Operation Iraqi Freedom.</p> <p><i>Results & Performance</i></p> <ul style="list-style-type: none"> ▪ Orchestrated successful transit of eight surface ships and ten submarines through the Suez Canal in preparation for 555 successful Tomahawk launches. ▪ Communicated first-rate strategic plan to direct and overcome extensive logistical challenges in supply chain alignment. ▪ Received Navy and Marine Corps Commendation Medal for topmost performance. <hr/> <p>Damage Control Assistant at USS TITANIC (FFG 55) Managed and trained diverse 300-person crew in lifesaving skills to defend ship in battle.</p> <p><i>Results & Performance</i></p> <ul style="list-style-type: none"> ▪ Executed highly complex DC trouble-call system, managing performance of entire crew and organic assets to successfully deter, combat, and recover from damages. ▪ Motivated crewmembers to excel in strict annual certification and follow-on deployment. ▪ Ranked FIRST among all exceptional division officers. <p>Created more dynamic / flexible framework that greatly enhanced ship’s wartime readiness.</p> <p><i>Results & Performance</i></p> <ul style="list-style-type: none"> ▪ Achieved Navy-wide recognition for new plans since multiple ships adopted framework. ▪ Trained entire crew in new processes, breaking down barriers to organizational change.
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Tom was seeking a position as director of operations for a fitness club, and he had already had an interview for this position. The recruiter had told him that before the next interview, he really needed a résumé that pointed out his transferable skills—directly aligned with that position.

Tom's initial résumé was a one-pager with some strong accomplishments listed, but this strict chronological approach was not showing his transferable skills for a civilian transition to operations director for the fitness club. Since Tom had a specific job target—even a specific job—we were able to pull out a clear list of transferable skills to show the reader HOW his military experience matched the position.

On page one, I expanded his career summary to include accomplishments listed within functional headings: organizational development, staff training, and operations / project management. On page two, I created a “Related Areas of Ability” sidebar to directly point out his transferable skills. This was the first time I had created this dynamic visual guide—and both the client and I were highly pleased by the results.