

Richard A. XXXXXXX

21xx xxxx Drive, ♦ xxxxxx, VA xxxxx ♦ (757)xxx-xxx ♦ rick.fxxx@lxx.com

Summary

Multi-discipline Technical Trainer and Systems Operations & Maintenance Professional with over 20 years professional experience, including; Instructional System Development (ISD), classroom instruction and presentation. 10+ years; proposal development, technical writing/editing, integrated schedule/earned value program tracking, including 5+ years in a Joint Service Department of Defense (DoD) environment.

12+ years' hands-on IT life-cycle experience, including: program and budgeting process, network engineering and best practices, customer support including Flag Officer support through 4 star rank. Subject Matter Expert in information systems technology, software and business training, project management and engineering planning, systems analysis and troubleshooting, quality control, forecasting, scheduling and tracking of results.

Flexible and versatile, demonstrable love for learning, self-driven, with the desire to operate not as an individual but as a collaborative team member pushing others and myself to excel. Able to maintain a sense of humor under pressure.

Skills

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|-----------------------------|----------------------------|-----------------------|
| ♦ PM/ EVMS/IMP/CPM | ♦ Network Engineering | ♦ ISD/CBT Design |
| ♦ IMS Design/Maintenance | ♦ Technical Administration | ♦ ADDIE Model |
| ♦ Proposal Development | ♦ Resource Management | ♦ Speaker and Trainer |
| ♦ Technical Writing/Editing | ♦ Customer Support | ♦ MS Office Suite SME |

Accomplishments

TRAINING, COMMUNICATION AND PUBLICATIONS

- ♦ Designed and administrated computer applications training programs (including visual aids) to all levels of personal computer users. Led Instructional Systems Development (ISD), training criteria and evaluation methods for U.S. XXXXXX Command supporting over 5000 customers.
- ♦ Selected as lead trainer for ISD creation and in theatre training for a Persistent Tactical Broadband Private Network utilizing COTS Smart-phones creating a secure, private military tactical 3G/4G cellular network.
- ♦ Developed and completed training courses for Systems Engineers and Kuwaiti Apache Pilots on the AN/APR-48A, Radar Frequency Interferometer. Course materials included manual and presentation slides.
- ♦ Successfully assisted in the research, design, layout, editing Whitepaper/ Proposals for multiple projects including; "A Required Sensor for the Joint Airborne ISR Capability (JAIC)", Role of Electronic Support Measures (ESM) in Armed UCAV Operations and the Common ESM for Air Defense (CESAD) studies.
- ♦ Wrote, illustrated and published technical user manuals/guides for commercial software companies.

TECHNICAL

- ♦ Oversaw and deployed a desktop/ server infrastructure for regional radio network consisting of 12 radio stations and 20 translators, throughout Western NY and Northern PA, while providing hands-on technical oversight for engineering environment hardware builds and enterprise server configurations, as part of a \$2 million IT expansion program.
- ♦ Conceptualized from "proof of concept", to prototype, an inexpensive system composed of Commercial Off-the-Shelf (COTS) hardware and custom software, which allows the operator to photograph, geo-locate and transmit real-time, full sized digital images, while aloft in a small airborne platform.
- ♦ Assisted leads with conceptualization of a configurable, hybrid, persistent overhead ISR solution utilizing a PTDS aerostat as a launching platform for a variety of Small and Micro Unmanned Aircraft Systems (SUAS/MUAS) in order to provide an operator with an immediate pursuit capability.

PROJECT MANAGEMENT AND FINANCIAL TRACKING

- ♦ Coordinated 5000+ seat IT restructuring and decommissioning at U.S. XXXXX Command, including Integrated Master Plan & Schedule (IMP/S), project execution plans and tracking to assess program status.
- ♦ Oversaw and assisted in deployment of \$5 million, PCoIP desktop/server (~500) infrastructure for U.S. JFCOM Joint Deployment Center and provided hands-on technical and customer service oversight.
- ♦ Evaluated data for opportunities to improve software asset management for a 10,000+ workstation enterprise system, including license compliance and redeployment. Assisted in developing strategies, policies and recommendations to address problems. Estimated 5 year savings of over \$2 million.
- ♦ Administered and integrated cost and schedule/earned value program tracking in a DoD environment for multiple Electronic Defense and I.T. projects up to \$25 million in total contract value.

Richard A. Fairchild II- continued

Employment History

XXXXXXXX CORPORATION – NEW YORK AND VIRGINIA 06/2006 - PRESENT

Computer Applications Trainer Senior/ Requirements Analyst Senior

Perform tasks involved in all phases of the training model including: preparation, development and delivery of platform-based training. Analyze business and technical processes to formulate and develop new and modified training materials to support business information processing systems, such as software used in the data gathering, documentation, archiving, accessing, and security systems to all levels of personal computer users at the U.S. XXXXXX Command IT facility.

Systems Operations / Systems Engineering Assistant

Direct administrative, technical and training support for business strategy for XXXXX Defense Systems Engineering organization, satisfying the administrative, functional, and technical requirements. Prepare and coordinate the plans and schedules for new or existing programs. Determine, monitor, and review costs, operational budgets and schedules, and manpower requirements. Support proposal activities as required. Develop presentations, and customer/executive-quality documentation in support of new and other business activities.

XXXXXXXX AND RADIO NETWORK, XXXX, NY 03/1991 – 5/2006

Chief Technical Officer – Lead technical and administrative management for direct global IS and digital audio systems operations, focusing on managing MS Windows based LAN/WAN, VPN, wireless network and Helpdesk. Plan, budget, build Web presence and best practices data/internet security in rapidly evolving environment. Develop and conduct training classes for end users, consisting of MS Office, digital editing & broadcast suites, financial and donor database software.

Previous Employment (1979 – 1991)

X-Ray service and engineering lab technician and instructor with xxxxxxxx Medical Systems
Professional Portrait Photographer and Photography Trainer with xxxxxxxx
Technical Illustrator with xxxxxxxx Systems Education Center

Technology Profile

- ◆ Microsoft Products:
 - Office Professional 2010/2007/2003, VB 6, Visual Studio Pro 2008/2010
 - FrontPage, PowerPoint, Project, Visio, OneNote, Share Point 2007 with MOSS
- ◆ Microsoft Operating Systems:
 - Windows Server 2003, 2000, Windows NT 4.0
 - Windows Workstation 7, XP, 98, 95, Exchange Server 2003, SQL Server, SMS 2003
- ◆ Other Software:
 - Adobe Photoshop, PageMaker, FLASH and Captivate; Corel Draw and Painter; Remedy
- ◆ Programming Languages
 - HTML, ASP, VB, .NET, PHP, SQL, MySQL, FORTRAN, COBOL, BASIC

Education and Training

- XXXXXXXXXXXX CORPORATION
 - Program Management 101, Integrated Master Scheduling and Master Planning (IMS/IMP), Integrated System Development (ISD) Process, Basis of Estimate (BOE) Writing, Business Writing Essentials, Systems Engineering Principle and Practices (SEPP), International Traffic in Arms Regulations (ITAR)
- XXXXXX INSITUTE OF TECHNOLOGY – Computer Information Systems/ Business Admin
- XXXXXXXX STATE COLLEGE – Computer Science, Graphics for Instructional Media

Clearance

ACTIVE - DOD XXXXX SECURITY CLEARANCE.