

OBJECTIVE As a Jacksonville native, my main objective has always been to improve the Jacksonville Fire and Rescue Department through the proper management of the various positions I have held within the department.

The best way I have found to accomplish this has been through teambuilding and fair management practices while building an extremely diverse group of qualified and motivated team members.

Additionally, I strive to identify and procure the best equipment and services available at the lowest price possible to the City of Jacksonville. This has been accomplished through continually promoting positive vendor, manufacturer and executive level relationships.

WORK HISTORY & PROFESSIONAL ACHIEVEMENTS

JACKSONVILLE FIRE AND RESCUE DEPARTMENT

JULY 2006 -CURRENT

ASSISTANT CHIEF OF LOGISTICS/ HOMELAND SECURITY MANAGER

- Responsible for the Homeland Security Warehouse, readiness of all related technology and equipment in support of protecting, responding to, recovering from and mitigation strategies for all hazards.
 - Responsible for Urban Area Security Initiative related funds and initiatives.
 - Coordinate with high level officials from all surrounding counties, City of Jacksonville department heads, Jacksonville Jaguar department heads and department heads of the current special event management company in the function of planning, budgeting and implementing mitigation strategies.
 - Oversee the City of Jacksonville Emergency Preparedness Division, Port Security Disaster Operations Inter-Agency Coordination Center: including maintenance, cleanliness, activation, and demobilization.
 - Oversee the City of Jacksonville Emergency Preparedness Division, Mobile Incident Management Unit: including readiness to deploy upon State of Florida request, maintenance, cleanliness, activation, and demobilization.
 - Oversee the City of Jacksonville Emergency Preparedness Division, Mobile Support Unit: including readiness to deploy upon State of Florida request, maintenance, cleanliness, activation, and demobilization.
 - Coordinate and maintain working relationships with private sectors to develop emergency plans and capabilities in support of local government and other emergency plans.
 - Served as the Logistics Section Chief for multiple Emergency Operations Center activations including Hurricanes, Mass Casualty Events, and multiple planned events such as Jaguar Football games and concerts.
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CAPTAIN/LOGISTICAL SUPPORT FACILITY MANAGER

- Responsible for the Logistical Support Facility Warehouse including management of assigned and limited duty personnel, all related medical and safety equipment and supplies in support of the mission of the Jacksonville Fire and Rescue Department.
- Continually oversee and manage the approximately ten-million-dollar rotating inventory of city assets and consumable inventory.
- Oversee and manage each fiscal year budget from multiple funding sources, approximately five million dollars per year from all funding sources.
- Managed growing and outfitting the department from 1200 to 1900 employees, in addition to outfitting approximately 100 new recruits per year.
- Managed the implementation and outfitting of multiple new apparatus including growing the Rescue Division from 30 rescue units to the current 65.
- Managed the outfitting of multiple new fire stations including supplies and equipment.
- Oversaw and managed the purchasing, receiving and coordinating the issuing of 1,500 sets of bunker gear to implement every firefighter having two sets of turn out gear. This included contract management, budgeting, Purchase order issuance and tracking and coordinating with accounts payable. This was an approximately three-million-dollar project and was completed in eight months.
- During the COVID-19 response, I was able to continually identify and procure all forms of COVID supplies. The Jacksonville Fire and Rescue Department never ran out of supplies due to my vendor relationships and understanding of the procurement process.
- Continually managed all aspects of creating contracts, awarding contracts, managing suppliers and ensuring vendors comply with the terms and conditions set forth.

SKILLS

- Proficient in all aspects of procurement, including contract management, asset management and purchasing.
- Proficient in project management and equipment implementation
- Proficient in problem solving and resolutions
- Jacksonville Certified Contract Administrator, Level 1
- State of Florida Department of Emergency Management Credentialed Logistics Chief
- Paramedic

REFERENCES

AVAILABLE UPON REQUEST
