



TS

CONTACT

 (123) 456-7890

 taylor.smith@example.com

 LinkedIn | Portfolio

 City, State, ZIP code

KEY SKILLS

- Emergency response planning
- Security risk assessment
- Cross-functional team leadership
- CBRN protocols
- Disaster preparedness
- Communication & briefing

EDUCATION

- Bachelor of Science (B.S.) in Military Science
May 2021
University of Pennsylvania, College Station, PA

Taylor Smith

Military-to-Civilian Transition

Diligent military professional transitioning to civilian operations roles, with hands-on experience in emergency management, security protocols, and team leadership. Proven ability to adapt military discipline and logistical planning to fast-paced corporate environments.

PROFESSIONAL EXPERIENCE

Operations Specialist | June 2022 - Present
Department of Homeland Security | Washington, D.C.

- Assisted in devising and executing tactical strategies, contributing to operational orders and contingency planning
- Developed and oversaw emergency response plans for disaster scenarios, reducing response time by 15%
- Coordinated with multidisciplinary teams to ensure concise communication and mission success

Logistics Technician | May 2021 - May 2022
U.S. Army | Fort Liberty, NC

- Performed maintenance on a variety of equipment, reducing downtime by 20% through proactive repairs
- Fabricated and installed machine parts per engineering specifications
- Planned and prioritized tasks to meet tight deployment deadlines