

# ANDREW M. AMOS

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## SUMMARY OF QUALIFICATIONS

Combat-tested leader with an exceptional ability to manage multiple projects, tasks and priorities effectively within time constraints. Swiftly comprehends the “big picture” and executes the boldest of organizational visions. Superior communicator; easily interacts with executives, regulatory agencies, clients, vendors and staff. Over 1,200 hours formal training in operations and program management including interpersonal communications, leadership, material management and subsistence management. Over 900 hours specialized training in leadership and team-building methodologies.

- Assesses project successes and areas of inefficiency, focusing efforts on effective methods and improving unproductive techniques.
- Expertise in MS Office Suite, learns new programs quickly.
- Collaborates with team to facilitate smooth operations, has a tireless work ethic, detail oriented with high performance and moral standards.
- Active U.S. Government Security Clearance

## PROFESSIONAL EXPERIENCE

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### **Advisor to Iraqi Army**

MiTT 1110, Combat Out Post Old MOD, Iraq

December 2007 – May 2009

### **Fire Support Sergeant**

HHT, 4-10 CAV, Camp Liberty, Iraq

February 2007 – December 2007

### **Knight Team Chief**

Sensor Battery, 3-29 FA, Fort Carson, Colorado

December 2006 - February 2007

### **Knight Team Chief**

HHB 3-29 FA, Balad, Iraq

November 2005 – November 2006

## SKILLS

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**Project Management:** An operations and project manager proven successful in the most challenging assignments. Resourceful and adaptable, exercising superb competence and efficiency with every project. Career highlighted by success and constant achievement.

- Hits the ground running. Seeks and assumes responsibility. Meets challenges with a keen understanding of resource needs.
- Served as a key advisor for the schooling, training and readiness of 3K personnel.
- Evaluated each facet of operations and provided recommendations for improvements in procedures, products and equipment.
- Managed the purchasing of goods averaging \$10K a month.
- Responsible for equipment valued in excess of \$800K.
- Streamlined operations and improved productivity through effective reporting, prioritization and customer communications.

**Leadership and Supervision:** A superior leader with demonstrated performance in high-pressure environments. Earned a solid reputation for improving organizational performance through hands-on training and a leadership approach that emphasized decision-making through active listening.

- Led teams on 480+ combat patrols.
- Supervised 100+ complex training events
- Strictly ensured that personnel adhered to the highest standards of conduct and maintained a sharp, professional appearance.
- Proven proficiencies in classroom and field training; renowned for technical expertise.
- Approachable, easily builds rapport with subordinates, peers and senior management.

**Problem-Solving and Analysis:** Consistently implements keen analytical abilities and a proven team-based work dynamic with a systems-oriented approach to facilitate efficient and effective solutions. A critical thinker open to alternative views to optimize decision-making.

- Excels at proactively identifying errors and recommending immediate, practical and cost-effective solutions in the field.
- Developed a Relief-in-Place checklist that ensured incoming teams were trained, equipped and aware of all tasks and standing orders.

## EDUCATION

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**Tiffin University**, Tiffin, Ohio  
Concentrations in Business

**1999-2001**

## TRAINING AND CERTIFICATION

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**2004-2009**

- Primary Leadership Development
- Budgeting & Finance
- Basic Non Commissioned Officer Development
- Equal Opportunity Representative

## AWARDS AND RECOGNITION

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- Bronze Star Medal **2008**
- Army Good Conduct Medal **2004, 2007**
- Army Achievement Medal **2002, 2003, 2005**
- Army Commendation Medal **2004, 2006, 2006, 2009**
- Combat Action Badge **2006**
- Iraq Campaign Medal **2005, 2006, 2007, 2008, 2009**