

Frank L. Corbin

438 Kirkland Rd
Chehalis, WA 98532

August 11, 2020

RECEIVED
Board of County Commissioners
Lewis County Washington

AUG 11 2020

Lewis County Board of County Commissioners
Cc: Lewis County Community Development
351 NW North Street
Chehalis, WA 98532

Dear Commissioner Stamper, Chair, District 3; Commissioner Jackson, District 2; and
Commissioner Fund, District 1; and Director Napier:

I understand that the Planning Commission (PC) has a vacancy which needs to be filled. Please accept this letter signifying my sincere interest in serving Lewis County in this capacity.

The PC is a vitally important body that affects all who work and live in Lewis County. Integrity, fairness, and duty to the law are absolutely necessary in this position while at the same time being able to communicate and provide world-class service to the public. I have experience in such matters and will serve to the best of my ability. I will certainly grow and I will learn in this capacity and I am confident you will find that I have a solid foundation from which to build on. Attesting to this foundation is my successful experience as a three year member of the city council of Cascade Locks, Oregon, my volunteer service thus far with Lewis County, and my regular attendance at Lewis County PC meetings that have been held since the Fall of 2019.

As a team member in numerous professional settings, I have sought to bring integrity, consensus, and creativity to problems facing federal and local government. It is my strong sense of teamwork and capitalizing on the strengths of a team of professionals that have proven to bring the best ideas forward to ensure mission success. I know matters brought to the planning commission can be contentious and controversial so a strong compass and team that works well together are paramount.

As a former US Department of Veterans Affairs program analyst I used my analytical skills to do research and analyze data that informed program planning, implementation, measurement of program effectiveness, and utilized predictive analysis in a more limited scope to anticipate benefit usage in order to deploy resources where needed to VA offices nationwide. I also served as a contracting officer and as a contracting officer representative. When not in a contracting capacity, I managed federal funds in accordance with federal law for three different congressionally appropriated funding types. I was required to read applicable laws passed by Congress to ensure the effective and appropriate implementation and regular evaluation of VA

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programs with a team of analysts and at times, independently. More recently, I was involved with testifying to a committee of the state legislature regarding pending legislation supporting the Chehalis Basin Flood Control District's flood retention facility and aquatic species habitat restoration projects. When legislation was finally passed, I was able to interpret the contents of that legislation accurately and to communicate my understanding to others. My federal experience comes from 18 years of overall experience which I believe will allow me to serve in this capacity well.

While my education and work experiences may not be directly related to land-use; I have a broad range of experience that has given me the ability to research and form sound, logical, and ethical decisions in a team environment and independently.

Again, thank you for consideration. I have attached a nine page federal resume which should further document my experience to help you in reaching a decision. If you need additional information or would like to speak with me, I can be reached at: (503) 201-3333 or frank.corbin@comcast.net .

Sincerely,



Frank L. Corbin
438 Kirkland Rd
Chehalis, WA 98532

Frank L. Corbin

438 Kirkland Rd * Chehalis, WA 98532 US
Mobile: 503-201-3333 * Email: frank.corbin@comcast.net

Availability: Negotiable **Job Type:** Permanent **Work Schedule:** Full or Part Time

Work Experience

Semi-Retired

438 Kirkland Rd, Chehalis, WA 98532

02/2017 – Present

Salary: N/A **Hours per week:** N/A

Supervisor: N/A **Okay to contact this Supervisor:** N/A

Duties, Accomplishments and Related Skills:

I work on and manage the family farm, oversaw the construction of a new house, assist with aging parents, and volunteer work.

United States Postal Service

3615 N Park Dr, Centralia Carrier Annex, Centralia, WA 98531

03/2019 – 12/2019 Title: Assistant Rural Carrier – Part-Time/Temporary

Salary: \$17.78 USD Per Hour **Hours per week:** 8

Supervisor: Kenzi Greene (360) 508-9748 **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

The Assistant Rural Carrier is responsible for the safe Sunday delivery of parcels to the intended recipient.

Department of Veterans Affairs - VHACO/WVPP, Occupational Health, Patient Care Services (10P4Z)

3710 SW US Veterans Hospital Road - VAPORHCS (V3MHC), Portland, OR 97239

02/2014 – 02/29/2017 (Retired) Job Title: Program Analyst (Telework-100%)

Salary: \$82,445.00 USD Per Year **Hours per week:** 40 **Series:** 0343 **Pay Plan:** GS **Grade:** 12

Supervisor: Dr. Lynn M. Van Male (503) 220-8262 x33048 **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

The Program Analyst (PA) for the VHA's Workplace Violence Prevention Program (WVPP) reports to and works directly for the WVPP Director. The WVPP falls under the VHA's Occupational Health (10P4Z).

- 1) Budget
- 2) HR Liaison
- 3) Contracting and agreements
- 4) Evaluation of program effectiveness/outcomes, cost/benefit analysis, strength-weaknesses-opportunities-targets (SWOT) analysis
- 5) Excel and other data collection and storage systems
- 6) Colleague and management collaboration
- 7) Travel and Logistics
- 8) Tracking employee training and continuing education
- 9) Project manager
- 10) Authored user guides, memos, fact sheets, policies and procedures and correspondence
- 11) Built the "Enhancement Tracker" for the DBRS
- 12) Auditing
- 13) Data analysis

- Certified Level II Contracting Officer Representative (COR) from 10/18/2015 to 10/17/2017 by the Associate Deputy Assistant Secretary for Acquisition Program Support Department of Veterans Affairs. Certificate available upon request.

Department of Veterans Affairs - VBA/VR&E Service

810 Vermont Ave., NW (28)/1800 G Street, NW, (Floor 5), Washington, DC 20420

06/2012 - 02/2014 Job Title: Program Analyst (Telework part-time.)

Salary: \$64,548.00 USD Per Year **Hours per week:** 40 **Series:** 0343 **Pay Plan:** GS **Grade:** 12

Supervisor: Carolyn Thomas (202) 461-9636 **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

As a member of the Strategic Analysis Team in the Vocational Rehabilitation and Employment Service (VR&E) of the Veteran Benefits Administration (VBA), the Program Analyst (PA) worked on and managed numerous projects related to Contracting and Data. Work in these areas required collaboration with staff and management within the department, other departments, and in some instances, other Agencies.

- 1) Contracting
- 2) Budget
- 3) Conducted national conference calls
- 4) Project management
- 5) Data Analysis
- 6) Co-authored credit card program policies and procedures
- 7) Authored white papers, determinations and findings, and recommendations
- 8) Equal Employment Opportunity (EEO) Manager

- Certified Level II Contracting Officer Representative (COR) by the Associate Deputy Assistant Secretary for Acquisition Program Support Department of Veterans Affairs. Certificate available upon request.

Department of Veterans Affairs - VBA/VR&E Division

100 SW Main Street, Floor 2 VRE RO 348, Portland, OR 97204

09/2008 - 06/2012 Job Title: Staff Assistant (SA) (Telework not offered.)

Salary: \$55,000.00 USD Per Year **Hours per week:** 40 **Series:** 0301 **Pay Plan:** GS **Grade:** 09

Supervisor: Chris Olson (503) 412-4563 **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

The SA for the VBA's Vocational Rehabilitation and Employment Division (VR&E) reports to and works directly for the VR&E Director. During the 3+ years in this position the PA spent at least 95 percent of the time successfully performing duties related to procurement and contracting.

- 1) Procurement program evaluation and program development
 - 2) Volunteered and approved to take contracting officer training and certified as a contracting officer in October 2009
 - 3) Demonstrated competency in pre-award and post-award functions. This includes such standard methods as the Five Phase Acquisition process which includes Market Research, Acquisition Planning, Solicitation, Award, and Post Award functions.
 - 4) Contracting Officer Representative certified on September 9, 2010
 - 5) Trained other employees in the proper use of a government credit card
 - 6) Miscellaneous duties performed include: payroll, overtime budgeting, travel, data collection, correspondence, report writing, white papers, auditing, performance appraisals, IT and telecom, and other duties as assigned.
-

Department of Veterans Affairs - VBA/C&P

100 SW Main Street, Floor 3 VSC RO 348, Portland, OR 97204

09/2007 - 09/2008 Job Title: Veteran Service Representative (VSR) (Telework not offered.)

Salary: \$42,747.00 USD Per Year **Hours per week:** 40 **Series:** 0996 **Pay Plan:** GS **Grade:** 07

Supervisor: Kathleen Warren (503) 412-4679 **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

The VSR accurately and productively processed veterans' claims for benefits. Productivity goals were met. The quality of my work was rated as excellent.

Transportation Security Administration - PDX

8338 NE Alderwood Rd Suite 200, Portland, OR 97220

02/2003 - 09/2007 Job Title: Lead Transportation Security Officer (Telework not offered.)

Salary: \$33,627.00 USD Per Year **Hours per week:** 40 **Series:** 1802 **Pay Plan:** SV **Grade:** 6

Supervisor: Jennifer Johnson (503) 412-4686 **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

- 1) As a part time Transportation Security Officer TSO, I was the first to be converted to full time due to my outstanding work and performance.
 - 2) Promoted to Lead Transportation Security Officer
 - 3) Approved as an acting supervisor
 - 4) Approved as a member of the National Deployment Force (NDF)
 - 5) Member of the TSA Operations Center (TOC) start-up team as a Lead and acting supervisor
 - 6) Responsible for the payroll, travel, training, leave, credit cards, and deployment records of 32 traveling Transportation Security Officers TSOs from PDX while they were at home and while deployed
 - 7) Helped with writing and implementation of procedures, policies, and directions regarding TOC duties and incident handling and reporting. Prepared reports, collected and input data, assisted in forecasting, monitored and ordered supplies, created and maintained filing system.
 - 8) Project manager for the operations center move from an off-site location to the Portland International Airport
-

Sprint LTD

902 Wasco St, Hood River, OR 97031

06/2001 - 07/2002 Job Title: Repair Representative/Sales

Salary: \$14.32 USD Per Hour **Hours per week:** 40

Supervisor: Kelly Hicks **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

Sprint LTD does not provide employment verifications except through an automated verification line. My employment history has aged off of the system.

Primary duties included receiving and responding to calls from customers with telephone service problems. Trained to troubleshoot problems over the phone utilizing various computer applications at the same time and taking appropriate action when possible or issuing a trouble ticket when necessary.

I was proficient in resolving customer trouble issues, training and mentoring new employees, and maintaining productivity and achieving sales goals. I was rated in the top 20 percent for meeting sales objectives in cellular phone sales.

Recognized for high productivity in problem resolution and sales.

I was also successful in helping three members of the community apply for and ultimately get hired as Sprint employees.

Cascade Locks Bible Fellowship

550 Forest Lane/PO Box 551, Cascade Locks, OR 97014

09/1996 - 07/2001 Job Title: Senior Pastor

Salary: \$12,000.00 USD Per Year **Hours per week:** 40

Supervisor: Ernest Rachinski (503) 257-8673 **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

Successfully formulated and implemented the vision, goals, and mission of this nonprofit corporation. Our focus was three fold, ministering to the needs of the congregation, ministering to the needs of the community, and ministering to the needs of people beyond our region.

Business skills utilized on a day to day basis were administration, finances, budgeting, fundraising, facility upkeep and improvements, and staffing. One of the major accomplishments I achieved was the procurement and installation of the church's computer system. I performed this installation as I had done in previous positions. I computerized the book

keeping and publications of the church.

Ministry skills utilized on a day to day basis were establishing church vision and direction, accountability, oversight of the various departments of the church, Christian counseling, providing financial assistance and advice, assisting the unemployed with job searches, public speaking, teaching, home and hospital visitation, grief counseling, and food distribution.

Community leadership included establishing a food ministry, provided hunter safety classes, helped establish a youth drug and alcohol awareness and peer pressure awareness program, formulated and launched Chaplain program for the city fire and ambulance department, was a founding member of the county Crisis Response Team, appointed by the Mayor to serve on an ad-hoc committee on fire department issues, appointed by the Mayor to serve on the city budget committee, appointed by the Mayor to serve as the public information officer for the city, elected to fill an unexpired term on the city council and then reelected at the end of that term.

As a council member, I was successful in initiating and gaining approvals for my proposals submitted to the city council for installing broadband internet service which that generated new revenues for the city, to obtain funding to underground several miles of utility lines which saved the city electric utility large sums in maintenance costs, helped improve service reliability, and helped maintain lower power rates for the customers. Along with the City Council, I helped oversee the installation and maintenance of the broadband internet system.

AirTouch Cellular (Now Verizon Wireless)

15495 SW Sequoia Parkway Suite 150, Tigard, OR 97224

03/1994 - 02/1998 Job Title: Retail Sales Associate

Salary: \$10.00 USD Per Hour **Hours per week:** 40

Supervisor: Maria Becker (503) 519-8392 **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

This company does not give employment verifications over the phone but only through a fee-based service. I have, however, maintained a professional relationship and friendship with my former supervisor who is available to provide a reference. Her information is provided herein.

Exceeded sales objectives, maintained high accuracy in balancing cash, accounted for inventory, and maintained quality store appearance.

Trained new employees and held classes and briefings for all employees communicating the latest information from management regarding product offerings, competition, advertising campaigns, and process changes/updates.

Utilized as a Lead and acting supervisor in the absence of the supervisor. Provided reports to management on store issues, customer feedback, loss prevention, and churn which is the loss of existing customers going to the competition and why they were leaving, as well as employee issues.

Evaluated store processes and implemented improvements resulting in greater employee efficiencies, increased sales, and reduced inventory losses.

Served as a company representative at Rotary meetings and businesses in the area, increasing exposure of the company, increased sales, and providing a higher level of customer service.

While working at the Customer Service Call Center in Factoria, Washington I would take billing and repair related calls and resolve those customer issues. I also worked with the IT team by volunteering to do BETA testing of new applications before they were launched to the entire Customer Service Call Center staff.

Self Employed Minister and Contractor

2918 SW Webster St, Seattle, WA 98126

09/1985 - 09/1994 Job Title: Pastor/President

Salary: \$1,000.00 USD Per Month **Hours per week:** 60

Supervisor: Self

Duties, Accomplishments and Related Skills:

Since leaving the Navy, it was my intention, and calling, to go in to the full time ministry. I attended Bible College from 1981 to 1984 and Berean College of The Assemblies of God from 1987 to 1989. A Bachelor of Theology was awarded to me by Triune Biblical University in 1989.

In March of 1985 I accepted a part time position as Director of Christian Education at Bethel Chapel in Mountlake Terrace, Washington. Shortly afterwards, I was hired at Rainier Bank where I worked part time. This began the bi vocational part of my career with ministry as being primary and the other jobs on an as needed basis to supplement our income.

During the time I served in the ministry I served in various ministry capacities such as Associate Pastor, Church Administration, Maintenance, and as a volunteer Chaplain with the West Seattle Hospital.

As a minister, I did public speaking, teaching of religious studies, taught personal finances, performed Christian counseling, conducted premarital counseling, conducted weddings and funerals, baptisms, dedications, worked in a food pantry, crisis intervention, and worked with at risk youth to name a few.

Some of these duties were paid and some were not. I was always able to find work when needed.

I started a business wherein I could perform work as a finish carpenter, electrician, and painter.

Volt Engineering Services

16400 Southcenter PKWY/1170 Andover Park, West Tukwila, WA 98188

10/1993 - 02/1994 Job Title: Electrical Assembler

Salary: \$14.00 USD Per Hour **Hours per week:** 40

Supervisor: Various **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

I provided electrical assembly service to this company soldering multi conductor connectors to multi conductor cable creating wiring harnesses that would interconnect electrical components on a large moving device that was for a NASA contract. The company was called, AEROGO, and they specialized in making large moving devices using their inflatable AIR CASTERS. I worked until the needed wiring harnesses were completed.

Amateur Radio Supply

5963 Corson Ave South, Seattle, WA 98108

03/1993 - 09/1993 Job Title: Sales

Salary: \$7.50 USD Per Hour **Hours per week:** 40

Supervisor: Sharon York **Okay to contact this Supervisor:** This company is out of business

Duties, Accomplishments and Related Skills:

I was rehired to do essentially the same duties as before. This position was for retail sales of Ham radio equipment and supplies. While working for this company I was responsible for retail sales, inventory, store appearance and marketing, customer service, and minor repairs. This company's cash flow fluctuated and the staff needs changed frequently.

Volt Services Group

1001 4th Ave Suite 2340/1201 3rd Ave, Seattle, WA 98154

05/1992 - 03/1993 Job Title: Bindery

Salary: \$10.00 USD Per Hour **Hours per week:** 40

Supervisor: Shellbie Shaw **Okay to contact this Supervisor:** The bank was later merged and contact was lost.

Duties, Accomplishments and Related Skills:

This temporary position initially was to be six months. It was extended four additional months due to my superior performance. The assignment was for the print shop at Washington Mutual where the bank printed their own forms in a

commercial style print shop. It was here that I learned all aspects of the print shop bindery duties demonstrating my ability to keep up with the output of 3 full time printers. Bindery duties consisted of operating cutters, folders, hole punchers, gluing equipment, shrink wrappers, perforator, staplers, and banding.

In my spare time I was able to assist with plate making, negative making, design layout, and print job prioritizing.

For a month, I was selected to work on a special project in the mortgage loan department helping them process and prepare bulk amounts of loan files that were to be shipped to loan buyers.

The Supervisor was hopeful that the bank would allocate an FTE to her department which would have allowed me the opportunity to apply for a permanent position. However, that never came about.

Dencom Inc

34621 16th Ave South, Federal Way, WA 98003

07/1990 - 04/1992 Job Title: Sales

Salary: \$7.50 USD Per Hour **Hours per week:** 40

Supervisor: Dennis* and Joan Reanier (206) 241-6812 **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

Primarily responsible to oversee the sales and marketing of the retail side of the business wherein was sold two way radios for business and consumer, amateur radio, telephones, telephone PBX systems, cellular, and paging.

I also installed and serviced two-way radio systems and cellular phones in automobiles and in commercial offices. And, I installed and serviced four telephone PBX systems.

Successful in establishing and meeting sales goals to increase company revenue. Performed office duties such as balancing the daily receipts, prepare and making bank deposits, store appearance and cleanliness, inventory, ordering, and customer service on the phone and in person.

The company did not offer pagers at the time that I was hired. I soon realized that we had a great opportunity presenting itself because we had a lot of customers asking about pagers. After I did my market research, I was able to convince the owners to become an authorized dealer for US West Paging. We quickly became one of their top agents in the Seattle market. This increased our regional exposure due to the marketing of Dencom by US West Paging and our paging sales were not only a success but our retail floor traffic increased which our overall revenue.

I supervised up to 4 employees who had in addition to retail sales responsibilities one of the following additional responsibilities such as automobile installation, bench repair, bookkeeping, and shipping.

I was laid off just prior to the company going out of business.

*Dennis passed away recently but his wife, Joan, may be available.

KJR Inc

351 Elliott Ave West, Seattle, WA 98119

11/1989 - 12/1990 Job Title: Transmitter Operator

Salary: \$7.00 USD Per Hour **Hours per week:** 40

Supervisor: Mary Lewis **Okay to contact this Supervisor:** Mary is deceased

Duties, Accomplishments and Related Skills:

This grave yard shift work utilized many of my skills acquired when I was a Navy Radioman. My main duties were to provide on-site security at night at the radio station transmitter site and to perform necessary preventive maintenance, power adjustments, transmitter performance readings, adjust other miscellaneous transmitter settings when required based on FCC, manufacturer, and station specifications, and to investigate transmitter alarms and report to the proper technicians when needed.

I performed ID checks for visitors as required, completed an hourly log of station performance and status that had to be

reported to station management. Observed closed circuit TV security system, and I was on hand to report via radio or telephone any matter needing to be reported to proper authorities.

I maintained a high level of readiness and precision with each of my job duties. This position was a one year temporary assignment.

Amateur Radio Supply

5963 Corson Ave South, Seattle, WA 98108

Supervisor: Sharon York **Okay to contact this Supervisor:** This company is out of business

12/1989 - 12/1990 Job Title: Sales

Salary: \$7.00 USD Per Hour **Hours per week:** 40

Duties, Accomplishments and Related Skills:

This position was for retail sales of Ham radio equipment and supplies.

While working for this company I was responsible for retail sales, inventory, store appearance and marketing, customer service, and minor repairs.

During this time I studied for and took a continuing education class at North Seattle Community College which allowed me to pass the Novice and General Class Amateur Radio Licenses. My Novice call sign was KB7JDQ and my General call sign was N7OFV.

Rainier Bank – Bankcard Services

1301 5th Ave, Rainier Operations Center, Seattle, WA 98101

04/1985 - 05/1986 Job Title: Credit Processor

Salary: 7.00 USD Per Hour **Hours per week:** 40

Supervisor: Russ Peterson **Okay to contact this Supervisor:** This bank was merged. I do not know who to contact.

Duties, Accomplishments and Related Skills:

This position was located in the bank card lending center which had approximately 35 credit processors. As a credit processor my duties were to:

- 1) Receive and review credit applications
- 2) Calculate debt to income ratio
- 3) Verify employment and residency
- 4) Review credit reports for any derogatory information
- 5) Make sure that the customer's credit standing meets the banks credit approval criteria
- 6) Recommended to approve or to decline the application while stating the reasons
- 7) And if approved, recommend the appropriate credit limit amount. The supervisor would review our recommendations and could approve, modify, or reject our recommendations. Then, it was up to us to finish getting the accounts set up, or to notify the unsuccessful applicants of the decision rendered by the bank. My accuracy and production exceeded department standards.

First Interstate Bank of Oregon

350 SW Jefferson St, Portland, OR 97201

09/1981 - 03/1985 Job Title: Teller

Salary: \$4.24 USD Per Hour **Hours per week:** 40

Supervisor: Vivienne Gilson **Okay to contact this Supervisor:** This bank was merged. I do not know who to contact.

Duties, Accomplishments and Related Skills:

- 1) During the hiring process I successfully passed the typing test at 65 WPM and an extensive math test.
- 2) My first position was in the central cash vault processing large merchant deposits. My daily reconciliation accuracy exceeded bank standards for the two years I performed this task.
- 3) I was offered a six month detail in the data entry department processing credit card drafts with the option of returning to

my original cash vault teller job or I could transfer to a branch. My data entry skills were learned on the job and within a few weeks I was performing reverse 10 key at 13,000 keystrokes per hr. The standard was 10,000 keystrokes per hr.

4) At the end of my detail, I was offered a position at the Montavilla branch where I worked as a branch teller. Again, my cash handling skills exceeded bank standards and my face to face customer service skills allowed me to handle even the most difficult of customers with their daily banking needs.

US Navy

1400 Farragut Avenue, USS Camden AOE2, Bremerton, WA 98314

08/1977 - 08/1981 Job Title: Radioman 3rd Class Petty Officer

Salary: \$600.00 USD Per Month **Hours per week:** 60

Supervisor: Nathan Koch **Okay to contact this Supervisor:** Please contact me first

Duties, Accomplishments and Related Skills:

After graduation from boot camp I was sent to RM-A School where I learned the duties and responsibilities for becoming a Radioman. At the time I graduated from A school I could type 45 WPM on a teletype. A background check was completed and a Secret security clearance was issued.

My first duty station was at NTCC Subic Bay, Philippines where I spent two years working to help ensure that the telecommunications center was operationally secure, reliable, and ready to process voice and telecommunications message traffic with minimum down time in accordance with Navy communications security operational procedures.

Much of my work was administrative in nature and required the expertise to properly operate the following types of equipment: various types of two-way radios, telephone switching systems, cryptologic, computer, teletype, copiers, tech control systems, and general office equipment.

As a result of my successful performance of my duties, I was promoted from RMSN to RM3, given orders to radio teletype school for 3 months in San Diego, and then ordered to report to the USS Camden where I assumed the duties of a Watch Supervisor until the end of my enlistment.

- 1) I supervised four radiomen during our 8-12 hour shifts.
- 2) I was recognized for outstanding performance during HF contingency drills.
- 3) I was nominated Sailor of the Quarter on January 1, 1981, earned the Navy Expeditionary Medal, and the Navy Good Conduct Medal.
- 4) I ensured that all of the radiomen met their training requirements and were fully qualified in their duties.
- 5) I also supervised the work of Navy contractors while in port and was proficient at performing MP duties while in port.

By the time I was discharged I could type 65 WPM on an electric IBM Selectric II typewriter.

References (Please contact me first before reaching out to them.)

Name	Employer	Title	Phone	Email
Gretchen Sabo	VA/VBA (Retired)	Contract Specialist 1102	(503) 803-8266	gbsabo@gmail.com
Chris Olson	VA/VBA	VRE Officer	(503) 412-4563	chris.olson@va.gov
Carolyn Thomas	VA/VR&E	Contract Specialist 1102	(202) 461-9636	carolyn.thomas2@va.gov
Steven Pody	VA/VR&E (Retired)	Program Analyst	(202) 461-9629	steven.pody@va.gov

Education

Portland Community College - Completed 08/1984 - Principles of Banking - Summer Term

Portland Bible College – Fall 1981 through Spring 1984

Berean College of the Assemblies of God – Diploma in Ministerial Studies dated November 30, 1988

Triune Biblical University – Th.B. on May 13, 1989

Management Concepts – See the following list of courses paid for by the Department of Veterans Affairs

COR LEVEL II-VA Contracting Officer Representative - Certificate Covering: 10/18/2015 to 10/17/2017

Analytics Boot Camp-Training - Dates: 02/22/2016 to 02/26/2016

COR-Contracting Officer Representative - Certificate Covering: 10/18/2013 to 10/17/2015.

CON 244 Construction Contracting - Certificate Dated June 24, 2011

CON 112 Mission Performance Assessment - Certificate Dated September 17, 2009

CON 120 Mission Focused Contracting - Certificate Dated July 20 to 31, 2009

CON 110 Mission Support Planning - Certificate Dated July 13 to 17, 2009

CON 111 Mission Strategy Execution - Certificate Dated June 15 to 19, 2009

CON 100 Shaping Smart Business Arrangements - Certificate Dated June 1 to 5, 2009