

THOMAS CLARK

Address • Phone Number • Email Address

QUALIFICATIONS PROFILE

Self-motivated and performance-driven professional with strong management skills combined with well-developed qualifications acquired over progressive experience within the aviation industry. Adept at providing leadership, direction, continuous administration, and management on all aspects of operations while ensuring compliance with work standards, safety procedures, and operational policies. Known as a dedicated and goal-oriented leader; committed to quality improvement initiatives, working collaboratively toward achieving overall organizational goals. Possess a career history of proven expertise in utilizing technical knowledge and leadership experience to improve quality assurance / maintenance procedures. Proficient in analyzing and assessing operational risks of all maintenance tasks to reduce risky practices and maximize efficiency.

PROFESSIONAL EXPERIENCE

USMC, HMH-466 • Kandahar, Afghanistan**DET SNCOIC/ AVIONICS CHIEF****2008-PRESENT**

- Provide primary leadership as a senior enlisted manager of a detachment of 4 CH-53E helicopters assigned to the Special Purpose Marine Air / Ground Task Force in Afghanistan
- Utilize effective management skills in overseeing 52 Marines in support of Operation Enduring Freedom
- Administer communications security and aircraft survivability equipment for the detachment while ensuring all electronic keying material and secured communications systems are functional and properly loaded

USMC, HMH-466 • San Diego, CA**AVIONICS DIVISION CHIEF****2006-2008**

- Served as CH-53E Avionics Chief responsible for overall aspects of Avionics Division; efficiently managed Communications Security and Aviation Survival Equipment for 16 aircraft in support of Operation Iraqi Freedom
- Rendered primary direction in overseeing and ensuring work performance improvement of 42 people

USMC, HMH-462 • San Diego, CA**MAINTENANCE / PRODUCTION CONTROL MANAGER****2005-2006**

- Coordinated all functional areas of 12 CH-53Es; performed numerous duties related to maintenance and aircraft assignment to the flight schedule

USMC, HMH-265 • MCAS Futenma, Japan**DET SNCOIC/ MAINTENANCE/PRODUCTION CONTROLLER****2004-2005**

- Provided efficient performance in managing and scheduling maintenance as well as assigning aircraft to the flight schedule for 6 CH-53Ds in support of Operation Iraqi Freedom
- Successfully completed more than 1000 hours as a qualified Aerial Observer / Gunner in CH-53 aircraft

USMC, HMH-363 • Kaneohe Bay, HI**QUALITY ASSURANCE CHIEF****2004-2005**

- Directed QA division and coordinated all functions of Maintenance Department Safety, Naval Aviation Maintenance Discrepancy Reporting Program, QA Audit Program, Central Technical Publications Library

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USMC, HMH-363 • Kaneohe Bay, HI

AVIONICS QAR

2001-2003

- Effectively functioned as CH-53D Avionics QAR and coordinated numerous programs such as Technical Directives, Electrostatic Discharge, Compass Calibration, and Technical Training

USMC, HMH-363 • Kaneohe Bay, HI

AVIONICS CHIEF

2000-2001

- Rendered primary leadership in managing the Avionics Division; oversaw and directed staff of 18 to ensure overall efficiency

USMC, HMH-769 • Edwards, CA

AVIONICS QUALITY ASSURANCE REPRESENTATIVE / PRIMARY ALTERNATE MANAGER

2000

ELECTRONIC KEY MANAGEMENT SYSTEM

- Efficiently performed numerous responsibilities involving Technical Directives, Electrostatic Discharge, Technical Training, Compass Calibration programs
- Functioned as Marine Air Group-46 Detachment Bravo's assistant manager for Electronic Keying Management System
- Proactively involved in managing the Det's cryptographic equipment and keying materials in which no "Practices Dangerous to Security" incidents

OTHER EXPERIENCE

USMC, HMH-769 • Irvine, CA

AVIONICS CHIEF

1998-1999

USMC, HMH-769 • Irvine, CA

AVIONICS TECHNICIAN

1996-1997

USMC, HMH-769 • Irvine, CA

AVIONICS TECHNICIAN

1996

USMC, HMH-363 • Irvine, CA

AVIONICS QUALITY ASSURANCE REPRESENTATIVE

1995

USMC, HMH-363 • Irvine, CA

AVIONICS TECHNICIAN

1990-1994

EDUCATION

BACHELOR OF SCIENCE IN AVIATION MAINTENANCE MANAGEMENT

Embry-Riddle Aeronautical University • [City, State](#) • 2011 (Expected Completion)

AWARDS AND HONORS

Sikorsky Maintenance Award for performance on squadron's Technical Directive Program • 1995

Navy and Marine Corps Achievement Medal, Avionics Chief for HMH-769 • 1999

Letter of Appreciation from Commanding General of First Marine Aircraft Wing, Quality Assurance Chief for HMH-363 during 1st Marine Aircraft Wing Maintenance Inspection • 2003