



Alex S. Miller

WORKPLACE SECURITY AND CRIME PREVENTION CONSULTANT

Workplace Security Training Consultant with extensive project management, leadership and training experience in the criminal justice and management consultant industries.

- Lead investigator and former city detective with a strong background in protection services
- Skilled presenter with over five years experience training civilians and organizational leaders on security initiatives and the proactive management of a criminal and security breach
- Adept technical trainer designing and delivering instructional design programs and presentations on criminal justice and protective services for over 75 private and public organizations
- Manager and lead facilitator of multiple consulting projects including budget administration, statistical report analysis and executive assignments
- Strong technological proficiency, skilled in presentation, communication and security interface programs with a successful history of on-site, client-customized training software and interactive learning modalities
- Continuously demonstrates emotional intelligence, resilience, and utilization of excellent organizational skills, critical thinking and sound judgment regarding highly sensitive materials and during crisis situations.

Education

Bachelor of Science in Business Administration and Management /Minor: Instructional Design, 2005
Davenport University
Grand Rapids, MI

Officer Training - Detroit Metropolitan Police Academy, 2000
Detroit Metropolitan Police Academy Detroit, MI

Associate of Arts in Criminal Justice, 1999
Davenport University
Grand Rapids, MI

Technology Expertise

- Microsoft Office
- AS/400 Query & Office
- Novell
- NCR
- Claris Works – NCR
- DOS
- Print shop
- LEIN

Experience

Marque Training Platforms & Management Consulting – Grand Rapids, MI 2005- Present
Professional Development Trainer (2005-Present)

- Develop and service all key client accounts for onsite and ongoing instructional design training programs
- Schedule and coordinate onsite presentations, prepare agendas, facility layout and presentation technology
- In charge of departmental software and hardware integration, inventory, maintenance and upgrades

City of Grand Rapids Department Police Department – Grand Rapids, MI 2000-2005
Detective (2003-2005)
Police Officer (2000-2003)

- Investigated assigned cases and compile researched data to present report findings and close cases
- Worked directly with city-wide organizations to develop crime prevention measures including consulting on tactical plans and security detail
- Served as lead investigator working directly with prosecutors office, federal crimes division, crime scene investigators and related city officials to resolve assigned caseload and provide victim justice
- Interview suspects, witnesses and victims and serve as expert witness
- In charge of patrolling fifth district, responded to emergency calls, made necessary arrests, enforced precinct and city laws, issued citations and assisted detectives and emergency medical professionals

City of Detroit Department Police Department – Detroit, MI 1998-2000
Assistant to Chief of Police

- Complied, reviewed and process legal records while maintaining total confidentiality of sensitive data
- Performed telephone police dispatch operations and routed calls to appropriate parties in a timely manner
- In charge of all administrative functions and project work flow for Chief of Police and primary team members

HEATH SCHILLING

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XXX-XXX-XXXX

ABC Main Street
Anytown, USA 12345

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Davenport University – Grand Rapids, MI

Officer Training - Detroit Metropolitan Police Academy, 2000

Detroit Metropolitan Police Academy – Detroit, MI

Associate of Arts in Criminal Justice, 1999

Davenport University – Grand Rapids, MI

EXPERIENCE

MARQUE TRAINING PLATFORMS & MANAGEMENT CONSULTING – Grand Rapids, MI

2005- Present

Professional Development Trainer (2005-Present)

Professional Trainer

Design and deliver cutting-edge professional development presentations for over 75 organizations

- ▶ Develop and service all key client accounts for onsite and ongoing instructional design training programs
- ▶ Schedule and coordinate onsite presentations, prepare agendas, facility layout and presentation technology
- ▶ In charge of departmental software and hardware integration, inventory, maintenance and upgrades

CITY OF GRAND RAPIDS DEPARTMENT POLICE DEPARTMENT – Grand Rapids, MI

2000-2005

Detective (2003-2005)

Police Officer (2000-2003)

Criminal Investigator

Over 7 years experience investigating and solving county, city and federal crimes and consulting on organization security detail and crime prevention

- ▶ Investigated assigned cases and compile researched data to present report findings and close cases
- ▶ Worked directly with city-wide organizations to develop crime prevention measures including consulting on tactical plans and security detail
- ▶ Served as lead investigator working directly with prosecutors office, federal crimes division, crime scene investigators and related city officials to resolve assigned caseload and provide victim justice
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- ▶ In charge of patrolling fifth district, responded to emergency calls, made necessary arrests, enforced precinct and city laws, issued citations and assisted detectives and emergency medical professionals

CITY OF DETROIT DEPARTMENT POLICE DEPARTMENT – Detroit, MI

1998-2000

Assistant to Chief of Police

Police Administration

Strong history in managing sensitive information regarding criminal prevention and prosecution procedures

- ▶ Complied, reviewed and process legal records while maintaining total confidentiality of sensitive data
- ▶ Performed telephone police dispatch operations and routed calls to appropriate parties in a timely manner
- ▶ In charge of all administrative functions and project work flow for Chief of Police and primary team members

TECHNOLOGY EXPERTISE

Microsoft Office ♦ AS/400 Query & Office ♦ Novell ♦ NCR ♦ Claris Works – NCR ♦ DOS ♦ Print shop ♦ LEIN

R|S

RONALD P. SHAFER

WORKPLACE SECURITY AND CRIME PREVENTION CONSULTANT

CONTACT

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Anytown, USA 12345

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linkedin.com/name

EDUCATION

**Bachelor of Science in
Business Administration
and Management /Minor:
Instructional Design, 2005**
Davenport University
Grand Rapids, MI

**Officer Training -
Detroit Metropolitan Police
Academy, 2000**
Detroit Metropolitan
Police Academy Detroit, MI

**Associate of Arts in
Criminal Justice, 1999**
Davenport University
Grand Rapids, MI

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EXPERTISE

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- NCR
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PROFILE

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EXPERIENCE

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EDWARD G. TAUBER
 ABC MAIN STREET • ANYTOWN, USA 12345
 EMAIL@GMAIL.COM
 (XXX) XXX-XXXX

LOGISTICS MANAGER • DISTRIBUTION LEADER • PURCHASING DIRECTOR

Purchasing Director and Distribution Logistics Manager experienced in materials acquisitions, distribution and inventory management. Proven history managing budget compliance operations, stock transactions and supply routing logistics. Conceptual thinker with a knack for designing and implementing focused-based solutions to streamline operations, reduce overhead, close cost gaps and increase overall profit margin. Expert vendor relations negotiator, skilled at overseeing smooth product routing operations and turning challenges into innovative solutions. Adept at forging strong, productive relationships with suppliers, vendors and key project personnel. Dynamic leader who focuses on team development, unifying strategic decision makers and implementing unique productivity improvement plans.

CORE STRENGTHS INCLUDE

STRATEGIC DELIVERIES PLANNING

•
BUDGET EXECUTION

•
ASSETS MANAGEMENT

AUDIT & ACCOUNT SERVICES

•
PRICE & CONTRACT NEGOTIATION

•
BUSINESS DESIGN & DEVELOPMENT

EXPENSE ANALYSIS & PROJECTION

•
CLIENT RELATIONSHIP BUILDING

•
PROBLEM RESOLUTION

PROFESSIONAL EXPERIENCE

Davis Manufacturing – Kalamazoo, Michigan *Purchasing Director*

2009- Present

- Manage company-wide materials acquisition, purchasing and inventory management along with budget implementation for custom commercial paper manufacturing corporation
- Hire, train and lead team of seven financial professionals and administrative support along with temporary staffing personal that support annual inventory management review and audits
- Maintain accurate inventory reports and perform quarterly and annual updates in compliance with “lean manufacturing” principals
- Research cutting-edge products, green solutions and cost-effect alternatives then negotiate contracts with lead distributors, quality vendors and reliable freight carriers
- Secure specialized inventory, coordinate returns of excess materials and when necessary, liquidate overstock and obsolete supplies on a semi-annual basis to streamline warehouse overhead
- Keep project managers current on stock status, long lead times and render reports for outstanding and back ordered materials and collaborate with plant and project managers to facilitate seamless product purchasing
- Develop strong working relationships with suppliers, vendors, sales representatives, project managers, manufacturers, installers, and retailers through regular project site visits, offering win-win problem resolution proposals and conducting fair price negotiations
- Maintain accurate records of shipping requisitions, freight carrier transactions and Bill of Lading as requested
- Led development and implementation of innovative inventory database management system, which resulted in increased inventory accuracy, reduced unnecessary expenditures and streamlined turn-key material acquisition from order placement to product allocation
- Conducted marketing research and cost analysis on current product lines to revise purchasing strategies and set aggressive and realistic goals to drive company profits

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PROFESSIONAL EXPERIENCE *(Continued)*

Wyandot International – Detroit, Michigan

2002-2009

Logistics and Distribution Manager

- Managed the coordination of air and ground routes for shipping of pharmaceutical samples and sensitive freight to domestic network of transportation vendors
- Facilitated deliveries based on vendor pricing window, or identify and negotiate terms with substitute contractor, for routine materials distribution within a multi-state network
- Monitored chain-of-custody for materials to and from clients, dispatching orders, maintaining internal systems tracking reports, scheduling pick-ups/drop offs and overseeing on-call department personnel
- Trained vendors and team members on DSI online application suite of Portal, LogiWeb and PU&D applications
- Partnered with airlines and ground transportation companies to ensure secure and timely arrival of goods, fostered customer loyalty by maintaining round-the-clock response to updates, questions and concerns
- Coordinated quality control procedures, inspection compliance, on-site visits of governmental agencies and implemented problem resolution strategies to correct delayed or misrouted shipments or technical concerns
- Oversaw emergency product flow during product recalls, next day shipments, delivery re-routes and post 9/11 shipper inspection compliance
- Acted as materials transport liaison between pharmaceutical division and transportation engineers. Fostered strong working relationships and built a network of key vendor contacts

Scott Trade – Traverse City, Michigan

2000-2002

Customer Sales and Store Inventory Manager

- Identified best possible inventor plan solutions for current and prospective customers.
- Issued credit line requests, resolved technical disputes and coordinate intercompany efforts to maintain peak level of customer satisfaction
- Managed monthly inventory, ordered new equipment and negotiated merchandise supply contracts
- Hired, trained, supervised and established performance objectives for customer service representatives

EDUCATION

University of Oklahoma – Norman, Oklahoma
Bachelor of Arts in Economics – 1999

PROFESSIONAL DEVELOPMENT

- Financial Management in Theory and Practice – Michigan State University Leadership Program, 2015
- Purchasing Strategies for Manufacturing – LEAN Leadership Training, 2014
- State Auditing Compliance for Purchasing Directors – Department of Treasury, Ongoing

COMMUNITY ENGAGEMENT

LEADERSHIP IN ACTION – Student Mentor (2008-Present)
United Way – Annual Volunteer for Fund Raising (2010-Present)

MARIAN M. WHITWORTH

LOGISTICS MANAGER • DISTRIBUTION LEADER • PURCHASING DIRECTOR

Purchasing Director and Distribution Logistics Manager experienced in materials acquisitions, distribution and inventory management. Proven history managing budget compliance operations, stock transactions and supply routing logistics. Conceptual thinker with a knack for designing and implementing focused-based solutions to streamline operations, reduce overhead, close cost gaps and increase overall profit margin. Expert vendor relations negotiator, skilled at overseeing smooth product routing operations and turning challenges into innovative solutions. Adept at forging strong, productive relationships with suppliers, vendors and key project personnel. Dynamic leader who focuses on team development, unifying strategic decision makers and implementing unique productivity improvement plans.

EXPERTISE

- Strategic Deliveries Planning
 - Budget Execution
 - Assets Management
- Audit & Account Services
- Price & Contract Negotiation
- Business Design & Development
- Expense Analysis & Projection
- Client Relationship Building
 - Problem Resolution

CONTACT

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PROFESSIONAL DEVELOPMENT

- Financial Management in Theory and Practice – Michigan State University Leadership Program, 2015
- Purchasing Strategies for Manufacturing – LEAN Leadership Training, 2014
- State Auditing Compliance for Purchasing Directors – Department of Treasury, Ongoing

EXPERIENCE

PURCHASING DIRECTOR

DAVIS MANUFACTURING - KALAMAZOO, MICHIGAN

2009-PRESENT

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- Hire, train and lead team of seven financial professionals and administrative support along with temporary staffing personal that support annual inventory management review and audits
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MARIAN M. WHITWORTH

LOGISTICS MANAGER • DISTRIBUTION LEADER • PURCHASING DIRECTOR

EXPERIENCE *(Continued)*

LOGISTICS AND DISTRIBUTION MANAGER

WYANDOT INTERNATIONAL - DETROIT, MICHIGAN

2002-2009

- Managed the coordination of air and ground routes for shipping of pharmaceutical samples and sensitive freight to domestic network of transportation vendors
- Facilitated deliveries based on vendor pricing window, or identify and negotiate terms with substitute contractor, for routine materials distribution within a multi-state network
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CUSTOMER SALES AND STORE INVENTORY MANAGER

SCOTT TRADE - TRAVERSE CITY, MICHIGAN

2000-2002


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Norman, Oklahoma
Bachelor of Arts in Economics – 1999

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COMMUNITY ENGAGEMENT

• LEADERSHIP IN ACTION –
Student Mentor (2008-Present)

• United Way – Annual Volunteer
for Fund Raising (2010-Present)



SUMMARY

SENIOR HOSPITALITY AND GAMING INDUSTRY EXECUTIVE with more than 25 years experience managing multi-million dollar casinos, resorts and investment capital ventures. Strategic business developer with a successful history of balancing numerous competing priorities, managing fiscal projects, securing investment capital and developing mutually beneficial partnerships. Innovative leader focused on recruiting, developing and empowering new talent while leading cross-functional executive teams in high-pressure circumstances.



EDUCATION

Bachelor of Science - Business Administration
Indiana University of Pennsylvania – Indiana, PA

- Capital Development & Strategic Business Partnership • Fiscal Project Management & Talent Development
- Turn-Key Site Assessment through Industry Launch



COMPETENCIES

International Gaming Consultant – Vicksburg, Mississippi

2008-Present

President, Principal and Consultant for various international gaming and hospitality ventures. Lead site-exploration, business compatibility assessments, due diligence investigations and real estate acquisitions. Manage new business endeavors, including development of architectural and engineering schematics, overseeing site construction, securing industry compliance approvals, managing capital and external investments and leading successful launches. Key Accomplishments:

- Acting Principal of Foundation Gaming Group LLC (formerly Jay Daniel Company) tasked with scouting new business and investment opportunities in the Gulf Coast region and emerging international markets, including the Caribbean and Latin America.
- Managing Member of Gulf Coast Wings LLC partnership (Hooters Restaurant franchises). Spearheaded re-build and secondary launch of franchise in East Biloxi, MS

Premier Entertainment LLC– Biloxi, Mississippi

2003- 2007

President and Chief Executive Officer

During post-Katrina period, directed recovery and reconstruction process of \$235 million dollar casino and resort to minimize catastrophic loss of assets and investment capital. Upon assessment of \$85M in physical damages, oversaw insurance investigations, site turnaround and physical property reconstruction. Key Accomplishments:

- Conceptualized, developed, and managed reconstruction plan, including administering \$130M budget allotted for recovery, rebuilding and 2008 re-launch.
- Sought and renegotiated credit and investment lines, attaining collection of \$170M in insurance monies, \$180M senior credit facility and \$20M FFE credit facility, to permit smooth exit from Chapter 11 declaration and provide 100% creditor payoff.

RECOGNITIONS

- Casino Executive of the Year for 2007, Casino Journal - January 2008
- Leader Excellence Award, BACH Institute, 2010
- Gulf Coast leadership Class Graduate, Gulf Coast Chamber of Commerce- 2008

PROFESSIONAL AFFILIATIONS

- Mississippi Gaming Association • Gulf Coast Gaming Association • Mississippi Economic Council
- Gulf Coast Business Council • Brett Favre Forward Foundation • Rotary Club
 - Cruise Task Force • United Way • Salvation Arm

ROBYN SINGLETON

~ OCCUPATION TITLE ~



SUMMARY

SENIOR HOSPITALITY AND GAMING INDUSTRY EXECUTIVE with more than 25 years experience managing multi-million dollar casinos, resorts and investment capital ventures. Strategic business developer with a successful history of balancing numerous competing priorities, managing fiscal projects, securing investment capital and developing mutually beneficial partnerships. Innovative leader focused on recruiting, developing and empowering new talent while leading cross-functional executive teams in high-pressure circumstances.

COMPETENCIES

INTERNATIONAL GAMING CONSULTANT

Vicksburg, Mississippi / 2008-Present

President, Principal and Consultant for various international gaming and hospitality ventures. Lead site-exploration, business compatibility assessments, due diligence investigations and real estate acquisitions. Manage new business endeavors, including development of architectural and engineering schematics, overseeing site construction, securing industry compliance approvals, managing capital and external investments and leading successful launches. Key Accomplishments:

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PRESIDENT AND CHIEF EXECUTIVE OFFICER

Premier Entertainment LLC / Biloxi, Mississippi / 2003- 2007

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ROBYN SINGLETON

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Anytown, USA 12345

✉ email@gmail.com

🌐 name@linkedin.com

☎ XXX-XXX-XXXX

EDUCATION

BACHELOR OF SCIENCE BUSINESS ADMINISTRATION

*Indiana University of Pennsylvania -
Indiana, PA*

- Capital Development & Strategic Business Partnership
- Fiscal Project Management & Talent Development
- Turn-Key Site Assessment through Industry Launch

RECOGNITIONS

- Casino Executive of the Year for 2007, Casino Journal - January 2008
- Leader Excellence Award, BACH Institute, 2010
- Gulf Coast leadership Class Graduate, Gulf Coast Chamber of Commerce- 2008

PROFESSIONAL AFFILIATIONS

- Mississippi Gaming Association
- Gulf Coast Gaming Association
- Mississippi Economic Council
- Gulf Coast Business Council
- Brett Favre Forward Foundation
- Rotary Club
- Cruise Task Force
- United Way
- Salvation Arm

Talia Sampson

SENIOR DESIGN ENGINEER

STRENGTHS

- Leadership
- Mechanical Design
- Design Thinking
- Product Design
- Conceptual Design
- Manufacturing Systems
- Patent Processing
- Process Improvement
- Virtual Modeling
- Quality Control Analysis
- Systems Evaluation
- Critical Thinking

CONTACT

Address: ABC Main Street
Anytown, USA 12345

Phone: (XXX) XXX-XXXX

Email: email@Email.com

Linkedin:
name@linkedin.com

EXECUTIVE SUMMARY

Senior Design Engineer with extensive experience managing new product development initiatives and re-engineering manufacturing design processes. Creative consultant and lead architect on all B2B merchandise for Fortune 100 partners. Extensive team leadership in research and development, quality assurance, materials management, tooling, modeling and design of cutting-edge product portfolios

EDUCATION

M.S. Mechanical Engineering

Virginia Technical Institute – Blacksburg, VA

2007

B.S. Mechanical Engineering with Emphasis on Product Design

Stanford University – Stanford, CA

2002

PROFESSIONAL HISTORY

Martex Engineering and Manufacturing – Orlando, FL

Design Engineer Lead

2010-Present

- Recruited, developed and lead elite engineering design team on turnkey product development for international corporate clientele
- Oversee full-scale project design from solutions generation through 2D/3D modeling, product implementation and any redesign based on focus group end-user consumer testing
- Consult with industrial designers, contract product engineers and key internal and external leadership to deliver high-quality
- Advise lead mechanical project engineer on mechanical systems, including components and assemblies, and product costs and performance
- Oversee project timelines and rollout and keep senior management informed of project development issues and challenges
- Implemented innovative approach to project management and expanded commercial product portfolio to include designs targeted for a new and diverse domestic end-user
- Provides manufacturing decision-making information by calculating production, labor, and material costs; reviewing production schedules; estimating future requirements

Talia Sampson

SENIOR DESIGN ENGINEER



STRENGTHS

Leadership
Mechanical Design
Design Thinking
Product Design
Conceptual Design
Manufacturing Systems
Patent Processing
Process Improvement
Virtual Modeling
Quality Control Analysis
Systems Evaluation
Critical Thinking

CONTACT

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EDUCATION

M.S. Mechanical Engineering
Virginia Technical Institute – Blacksburg, VA 2007

B.S. Mechanical Engineering with Emphasis on Product Design
Stanford University – Stanford, CA 2002

PROFESSIONAL HISTORY

Martex Engineering and Manufacturing – Orlando, FL
Design Engineer Lead 2010-Present

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Kasana Wright

DESIGNER, ARTIST, DECORATOR

EDUCATION

Savannah Institute of Design –
Savannah, Georgia
B.A. Interior Design 2008

ACHIEVEMENTS

- Winner of Design Expo 2012
- Showcased 5 piece collection in Manhattan Gallery
- Recognized as “Upcoming Designer” in Fashion Under 40
- Collaborated with Team Phillipe Stark to in Design Paris Project
- Recipient of Honorable Mention in ASID Best of Year collection

PROFESSIONAL AFFILIATIONS

- American Society of Interior Designers
- International Interior Design Association
- Interior Design Society
- National Association of Independent Artists

EXPERIENCE

Interior Designer

Marcus Bingham Builders and Contractors
New York, NY

2009-Present

- Work with high-end tenant clients to choose design pallets and create full-scale interior renovations for New City Penthouse development
- Utilize blue-prints and architectural renderings to develop detailed 3D visual renderings for marketing to builder’s clients
- Enhance visual esthetics and functionality of space with use of fabrics, furniture, appliances, flooring and carpets based on client consultations

Interior Designer

Salk Interiors
New York, NY

2007-2009

- Consult with clients, determine goals, budgets and project expectations
- Sketch preliminary design plans including all furnishings, lighting, wall and flooring finishes
- Prepare final plans, work with contractors, builders, engineers and inspectors and project from start to client satisfaction
- Oversee project installation and manage changes and refinements

Interior Design Consultant

Belinda Moore Interiors
Savannah, GA

2005-2007

- Search and bid on new projects
- Work with client to meet design goals with use of materials
- Advise clients on best use of appliance, carpeting, upholstery and electrical options
- Manage accounts and offer upgrades during client consultations

ABC Main Street,
Anytown, USA 12345

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Email: email@Email.com



LinkedIn: name@linkedin.com

KASANA DESIGNER ARTIST DECORATOR WRIGHT

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Ph: (XXX) XXX-XXXX • **Email:** email@email.com
Linkedin: name@linkedin.com

EDUCATION

B.A. Interior Design 2008
Savannah Institute of Design
Savannah, Georgia

ACHIEVEMENTS

- Winner of Design Expo 2012
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GEORGE LINKUS

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Global Human Resources Leader, with proven experience in developing and leading Recruiting, Training, Organizational Development and Talent Management initiatives. 10 years progressive experience in human resources with 5 years in diverse overseas assignments. Proven track record of facilitating profitability by recruiting, training and cultivating star talent including key leaders and an overseas workforce. Affinity for implementing trending technology to improve recruiting, human resources operations and professional development initiatives.

Key Qualifications

- Recipient of SHRM for Human Resources Talent Development Impact Award
- Appointed by president to turnaround regional recruiting initiatives and within 6 months streamlined costs by 41%
- Designed and implemented innovative recruiting platform and capitalized training and appointing 9 Star Recruits in key global positions
- Led corporate-wide creation and integration of global human resources program for 13 foreign entities with a concentration on host-country labor law and legal issues

Experience

Vice President of Global Human Resources

2010-Present

Innex Corporation - Austin, Texas

Global Fortune 500 Company and manufacturer of electrical cable, wire and technology interface equipment with annual sales of \$600 million.

- Serves as a high-level thought partner for senior company leaders to align human resources functions with company mission, overall operations and people development strategies
- Established and lead long and short term global talent acquisition and onboarding procedures
- Oversee day-to-day direction in all aspects of international human resources including direct management of 27 global human resources managers and inversely 268 human resources professionals
- Approve all International Assignment Agreements and sign-off on hiring of local nationals outside of the U.S. while ensuring hiring practices are consistent with international employment law
- Revised corporate human resources manual to include culture development initiatives, operating guidelines and policies and expatriate procedures
- Developed performance management program to create consistency in performance reviews, promotions, salary allocation and career ladders

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Global Human Resources Leader, with proven experience in developing and leading Recruiting, Training, Organizational Development and Talent Management initiatives. 10 years progressive experience in human resources with 5 years in diverse overseas assignments. Proven track record of facilitating profitability by recruiting, training and cultivating star talent including key leaders and an overseas workforce. Affinity for implementing trending technology to improve recruiting, human resources operations and professional development initiatives.

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