

# SMSgt. Frank P. Liotta, USAF MSgt (ret)

6273 South Capote  
McGuire Air Force Base, New Jersey 08641

Seeking Relocation

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## Security Operations Manager / United States Air Force Veteran

Achieved decoration-winning acclaim throughout career.

Proven record of success throughout 25+ years' experience in leading teams in protecting vital national resources, designing and delivering comprehensive security-focused training programs, and orchestrating complex missions. Proven professional, with a track record of success in managing multi-million-dollar budgets and asset management accounts, as well as ensuring federal, DOD, Air Force, and MAJCOM regulatory compliance. Holds active Secret Security Clearance.

### Core Competencies

#### Security Management

- Investigations & Interviews
- Risk / Crisis Management
- Threat Assessment Programs
- Surveillance / Situational Analysis
- Report Writing / Documentation

#### Human Resources Management

- Staffing & Performance Evaluations
- Skill Level Upgrades
- Records Review / Deficiency Correction
- Award Designation / Disciplinary Action
- Safety & Compliance / SOP Adherence

#### Personnel Training & Development

- Security Forces Training Programs
- Collective / Sustainment Training
- Anti-Terrorism Training
- Training Documentation Development
- Authentic Training / Simulations

### Experience and Accomplishments

**Mission Essential Personnel, LLC**, Joint Base McGuire-Dix-Lakehurst, NJ 9/09-Present  
Global professional services company providing human capital solutions and program support to government.

#### Military Training Analyst

Hired to increase squadron understanding of newly-adopted mission objectives in adherence with Air Force Training Guidelines. Embedded with the 421st Combat Training Squadron, designed and delivered cutting-edge training programs to designated United States Air Force and Army units.

#### ► Boosted squadron-wide efficiency and productivity by designing and implementing authentic training simulations.

- Partnered with internal and external stakeholders to optimize the authenticity of the training exercises, as well as maximize resource utilization and drive cost-avoidance techniques.
- Conducted internal reviews and formal surveys to self-evaluate training simulations.
- Forged alliances with the United States Army, United States Transportation Command, Air Mobility Command, Federal Emergency Management Administration (FEMA), and New Jersey Office of Emergency Management to gather and integrate information, ultimately meeting the training objectives of all parties.
- Revamped existing After Action and Lessons Learned Report formats, optimizing the performance of United States Air Force / Army participants, enabling trainees an enhanced understanding of their strengths and weaknesses.
- Reduced manpower and saved \$100,000 annually by consolidating manpower, streamlining the exercises, and improving the information flow to participants.

**Community Anti-Terrorism Training Institute (CAT Eyes)**, Hightstown, NJ 10/08-9/09  
Homeland security consulting company offering anti-terrorism training and security-consulting services.

#### Security Advisor

Conducted site-specific security assessments, serving client repertoire comprised of nationwide commercial bus companies.

#### ► Developed client-centric security and emergency management plans focused on integrating authentic simulations.

- Identified and reduced risk management deficiencies for increased security posture. Worked with clients to develop comprehensive Security and Emergency Plans to manage risk and provide continuity of business operations.
- Directed upgrades in fencing, CCTV, lighting, and alarms. Instituted procedural enhancements, encompassing entry and circulation-control protocol. Significantly improved recordkeeping.
- Boosted customer satisfaction, employee accountability, and asset protection program capabilities.

**817<sup>th</sup> Global Mobility Readiness Squadron**, McGuire AFB, NJ 2/06-10/08  
**Squadron Superintendent**

Named "Group Senior Non-Commissioned Officer of the Year" and "Wing Security Forces Senior Non-Commissioned Officer of the Year," both in 2006.

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### Experience and Accomplishments . . .

- ▶ **Led training exercises serving 40 personnel emanating from 12 distinctly unique job specialties.**
  - Managed fully-integrated human resource programs, encompassing staffing, evaluations, award-designation, and disciplinary action.
  - Prepared personnel to open air bases, implement humanitarian assistance programs, and conduct specialized overseas and domestic missions.
  - Achieved 100% on-time rate for meeting training requirements, including performance reports, 100% accountability, and 100% deployment readiness.
- ▶ **Directed procurement program, managed \$7M worth of equipment, and administered \$2.5M operations budget.**
  - Conducted inventory audits, identifying equipment accounting shortfalls; rectified a \$4.5M equipment account.
  - Played a lead role in procuring aircraft from India.

**305<sup>th</sup> Security Forces Squadron, McGuire AFB, NJ**

12/03-1/06

#### **Security Operations Manager**

Managed 20 personnel responsible for 24-7 base security operations protecting 50 aircraft and additional sensitive resources. Served a 27,000+ base population.

- ▶ **Designed and delivered an innovative defense plan that instilled a unit-wide culture shift focused on increased accountability.**
  - Revamped base-wide routine and emergency response operation directives.
  - Spearheaded \$3 M security equipment / fencing project to meet newly emerged Air Force standards.
  - Directed Anti-Terrorism and Electronic Security Systems programs, ensuring efforts met Department of Defense and Air Force directives.
  - Planned and executed security for transient nuclear airlift operations.
- ▶ **Functioned as base liaison in coordinating security operations for special events.**
  - Partnered with federal, state, and local law enforcement agencies in directing air show security measures, culminating in incident-free events and the safety of 240,000+ attendees.
- ▶ **Deployed to southwest Asia as Mobility Force Director.**
  - Tapped to serve as Squadron Operations Manager throughout 6-month deployment; directed the activities of 220 military / civilian populations.
  - Coordinated with sister service and coalition partners for 600+ security missions in support of Iraqi / Enduring Freedom.

#### **Previous Military Management Experience:**

**Superintendent for Police Services, McGuire AFB, NJ (12/02-12/03) • NCO, Security Forces Investigations, McGuire AFB, NJ (12/98-12/02) • Security Forces Flight Chief, McGuire AFB, NJ (12/97-12/98)**

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### Education

**Bachelor of Science Degree, Organizational Leadership, Thomas Edison State College, Trenton, NJ • May 2012**  
**US Army Military Police Investigator School, Hamilton, NJ • October 2009**

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### Professional Training Programs

Total Quality Management • Transportation of Hazardous Materials • Air Force Operational Safety and Health Supervisors Safety • Basic & Advanced Reid Technique of Interview & Interrogation • Advanced Crime Scene Investigation • NJ Domestic Violence Investigation • Operational Value of Threat/Risk/Vulnerability Assessments • Incident Command System (ICS 100) • National Incident Management System (IS 700) • National Response Framework (IS 800)

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### Honors

Air Medal (4) • Aerial Achievement Medal (2) • Air Force Commendation Medal (3) • Air Force Achievement Medal • Combat Readiness Medal (4) • Air Force Good Conduct Medal (7) • National Defense Medal (2) • Outstanding Unit Award (10) • Armed Forces Expeditionary Medal • Southwest Asia Service Medal • Afghanistan Campaign Medal • Iraq Campaign Medal • Global War on Terrorism Expeditionary Medal • Global War on Terrorism Service Medal • Humanitarian Service Medal • Kuwait Liberation Medal (2) • Team of the Quarter, Operations Group, 2011 • Flight Engineer Instructor of the Year 2005