US Coast Guard E-mail: Ima.Officer@uscg.mil

1 USCG Training Center Telephone: 888-555-1234

Yorktown, VA 23691 Mobile: 888-555-5678

## **Education & Professional Credentials**

Education

**East Carolina University** Master of Science in Env Health **Date**

Greenville, NC

**Ohio University** Bachelor of Science **Date**

Athens, Ohio *Environmental Health Science*

# Professional Credentials

# Registered Sanitarian/Registered Environmental Health Sanitarian Date

# Certified Industrial Hygienist Date

Certified Infection Control Practitioner Date

# **Career Progression & Mobility Rank(s) Held**

2013-Present Marine Safety and Occupational Health Officer O-5

 US Coast Guard (O-5 Billet)

 USCG Training Center, **Yorktown, VA**

2009-2013 Staff Environmental Health Officer O-4

 US Indian Health Service (O-4)

HQ, Office of Envir Hlth & Eng, **Rockville, MD**

2007-2009 Environmental Health Officer O-4

 US Coast Guard (O-4 billet)

 HSWL SC, **Norfolk, VA**

2005-2007 Long Term Training O-3

 Uniformed Services of the Health Sciences (O-3 billet)

 Preventative Medicine Branch, **Bethesda, MD**

2002-2005 Park Sanitarian O-3

 Gateway National Recreation Area (O-3 billet)

 National Park Service, **Staten Island, NY**

2000-2002 Consumer Safety Officer O-2

 Food and Drug Administration, ORA(O-2, O-3 billets)

Detroit District Office, **Detroit, MI**

1998 JR COSTEP Sanitarian O-1

 Indian Health Service (O-1 billet)

 Office of Envir Hlth & Eng, **Manlius, NY**

**Leadership Positions Held**

*This section is to highlight key leadership roles. You may end up listing these positions in your officership and professional experience sections as well. Keep in mind, this is a section to highlight the most critical leadership roles.*

*Ex: if you are a supervisor, you should list it here as well as professional experience. If you led an emergency response operation during 2010, you should list it here as well as in the deployment section. If you a mentor another officer, or serve as a mentor on JOAG, you should list this here as well as the corresponding additional sections.*

* Division of Environmental Health Services, Director 2008 – Present
* Community assessments following Hurricane Ike, Team Lead (two weeks) 2008
* Jefferson Parish schools assessments following Hurricanes 2005
	+ Katrina and Rita, Team Lead (one week)
* Hurricane Isabel, Virginia State Liaison Officer 2003
* EHOPAC, Career Development Subcommittee, Chair 2002 – 2003

**Officership & Service**

**Environmental Health Officer Professional Advisory Committee**

* Voting Member of the EHOPAC – FDA representative Date(s)
* EHOPAC *Career Development Subcommittee*  Date(s)
	+ Chair
* EHOPAC *Marketing and Recruiting Subcommittee*  Date(s)
	+ Adopt-a-school Workgroup

**Professional Memberships**

* National Environmental Health Association (NEHA) Date to Present
	+ Uniformed Services Affiliate

**Junior Officer Advisory Committee (JOAG) Leadership Roles**

* Professional Development (PD) Committee, Member Date
* Professional Development Committee Date
	+ Chair
* EHOPAC liaison to JOAG Date

**Commissioned Officer Association (COA) & PHS Leadership Roles**

* EHO Category Day, Presenter Date
* EHO Category Day Planner Date
* COA Member Date
	+ Local Branch Member
* Honor Guard Division Member Date
* Agency Comm Corps Awards Board Date
* Aide-de-Camp Date
	+ RADM Smith, National Medical Conference, New York, NY

**Associate Recruiter/USPHS Recruitment**

* East Tennessee State University Date
	+ Env Health Department
* 2011 NEHA National Conference, Columbus, OH Date
	+ PHS Booth

**Mentor/Protégé Program Involvement**

* Mentor new officers, SERNOs Date
* EHO Official Mentor to protégé, list SERNO Date

**Civic & Community**

* Community Group \_\_\_\_ Date
* Honor Flight
* First Lady’s Let’s Move Program

**Professional Experience**

***Marine Safety and Occupational Health Training Instructor* O-5 Billet**

US Coast Guard Jun 2013–Present

USCG Training Center Yorktown

Yorktown, Virginia

**Duties/Collateral Activities**

* Limit to 4-5 bullets
* List your *most important* 4 or 5 duties that can describe your general role
* Include any Instructor roles or Teaching activities
*

**Accomplishments**

* Limit to 3-4 bullets
* Try to demonstrate how accomplishment had a positive public health impact.

***Staff Environmental Health Officer* O-4 Billet**

US Indian Health ServiceNov 2009–May 2012

HQ, Office of Environmental Health and Engineering

Rockville, Maryland

**Duties/Collateral Activities**

*
*

**Accomplishments**

*

***Environmental Health Officer* O-4 Billet**

US Coast GuardAug 2007–Oct 2009

USCG Health, Safety & Work-Life Support Activity

Norfolk, Virginia

**Duties/Collateral Activities**

*
*

**Accomplishments**

*

***Long Term training* O-3 Billet**

Uniformed Services University of the Health Sciences June 2005–Jul 2007

USUHS, Preventative Medicine Branch

Bethesda, Maryland

**Duties/Collateral Activities**

*
*

**Accomplishments**

*

***Park Sanitarian* O-3 Billet**

Office US National Parke Service Aug 2002–May 2005

Gateway National Recreation Area

Staten Island, New York

**Duties/Collateral Activities**

*
*

**Accomplishments**

*

***Consumer Safety Officer* O-2** and **O-3 Billets**

US Food and Drug Administration (FDA) Jun 2000– Jul 2002

Detroit District Office

Detroit, Michigan

**Duties/Collateral Activities**

*
*

**Accomplishments**

*

***COSTEP Sanitarian*** (120 days) **O-1 Billet**

Indian Health Service Jul 1997–Jan 1998

OEH&E,Manlius, New York

**Duties/Accomplishments**

*

**Deployment Activities**

USCG MISSION CRITICAL ROSTER

**Deployments**

* 2015 USPH Monrovia Medical Unit Team 3, Liberia (60 days)
* 2013 USCG Boy Scout Jamboree, Environmental Stewardship Exhibit (2 weeks)
* 2012 USCG OPSAIL 2012 and Norfolk HarborFest 2012 (2 weeks)
* 2010 USCG UAC Safety Officer, Deepwater Horizon MC252 Oil Spill (8 weeks)
* 2005 Hurricane Katrina, Emergency Support, OFRD Cmd Cntr, Rockville, MD (2 wks)
* 2004 The State of the Union Address, HHS Command Center, Washington DC (1 day)

**Deployment Roles**

* Safety / Preventative Medicine Date(s)
	+ MMU Team 3, PHS Ebola Response
* Safety Officer, RDF 4 Date(s)
	+ Hurricane Ike

## **Awards Section**

*Individual Honor Awards*

USPHS Commendation Medal (2) Date(s)

*Unit Awards*

USPHS Outstanding Unit Citation Date

USPHS Unit Commendation (4) Date(s)

*USPHS Service and Training Awards*

USPHS Crisis Response Service Award Date

Recruitment Service Ribbon Date

USPHS Commissioned Corps Training Ribbon Date

*NON-Service Awards, Badges & Insignia*

USPHS Field Medical readiness Badge Date

JOAG’s *Outstanding Leadership* *Plaque of Acknowledgement* Date

COTA’s *Inspirational Officership Award* Date

USPHS Office of the Secretary Insignia Badge (OSIB) Date

**Addendum (Professional Activities)**

Publications

1. Year, Author, Title of the Publication, Location
2. Year, Co-Author, Title of the Publication, Location

Presentations

1. Year, Author, Title, Location
2. Year, Co-Author, Title of the Publication, Location

Peer Review

1. Year, Reviewer, *Objective* Review Panel – FDA Funding Opportunity, “Improving state and local capacity to assess and manage risks associated with food safety procedures”