

FName LName

Someplace, NY, A1A 1A1 | (555) 867-5309 | this.is.where.my.email.is@random.com |
<http://www.linkedin.com/in/yeahihaveaprofile>

Seasoned professional with 10+ years' experience in operations.

Experienced operations team leader with a proven track-record of successful delivery. Known for creative problem solving and the fostering of a positive team environment. Maintains an up-to-date, in-depth knowledge of safety procedures, translating knowledge to stakeholders and team members. Highly agile and comfortable operating in a fast-paced, dynamic environment.

AREAS OF EXPERTISE

Interpersonal Skills

- Transformational Leadership
- Performance Management
- Training Delivery
- Experience in Fast-paced Environments

Technical Skills

- Safety Training Design
 - Microsoft Office
 - Safety Management System Design
 - Safety Management System Implementation
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PROFESSIONAL EXPERIENCE

Position, Department | The Most Recent Employer

May 2018 - May 2019

Created an environment focused on operational urgency and safety, providing safe and efficient aircraft movement on the apron areas of Some Random Airport. Interacted and collaborated with internal and external stakeholders, clearly communicating any changes to gating, lighting alerts, and aircraft emergencies. Established clear channels of communication with collaborators and stakeholders.

- Fostered development in new employees through informal mentoring and formal training.
- Cultivated a positive team environment focused on maintaining accuracy and efficiency in a high-pressure work environment.
- Achieved high level of safety and efficiency over 1300 aircraft movements per day.

Position, Department | Who I Worked For Two Years Ago

March 2012 - May 2018

Responsible for the timely and safe positioning and towing of aircrafts from remote locations of the airport to designated areas for operation. Oversaw the scheduling of training for employees, ensuring timely completion of necessary training courses. Conducted internal audits of below wing personnel and activities as a member of the Airport's Occupational Health and Safety Team.

- Fostered development in teams acquiring Airside Vehicle Operators Permits by providing coaching and formal training.
- Championed the development and planning of a training curriculum based on material from the Airport Authority, resulting in an increase in knowledge translation to trainees, achieving a 90% pass rate.

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Position, Department | My First Foray Into Aviation

December 2006 - March 2012

Responsible for the timely and safe positioning and towing of aircrafts from remote locations of the airport to designated areas for operation, including the safe operation of various types of equipment, such as conveyor belts, push-back tractors, and tugs.

- Leveraged team leadership skills to coordinate all ground crew activities, ensuring all tasks were completed as scheduled and delays were minimized.
- Employed superior spatial abilities to optimize space when loading cargo and baggage into aircraft compartments.

Previous experience as a Business Administrator for Prominent Records Management Company.

EDUCATION

Introduction to Project Planning Principles and Practices, September 2019 | Hooray For Coursera, NY
Initiating and Planning Projects, Budgeting and Scheduling Projects, Managing Project Risks and Changes, Capstone Practical Project

Certificate in Airline Operations, August 2007 | Online Course Taken Through A Not-So-Local College,
Airline Safety and Security Airline History and Careers; Airport/Airline Interface; Air Carrier Security; Dangerous Goods; Ground Handling; Aviation Fueling; Aircraft Surface Contamination; Airline Communication and Marketing; Governing Bodies Within the Aviation Industry; Flight Dispatch; Communications; Airline Marketing

General Business Studies, January 2010 | Local College, Locale, NY
Business Law, Marketing, Accounting

Restricted Operations Certificate - Aeronautical

Airport Collaborative Decision Making | Advanced Accident Investigation

Aviation Physiology | Safety Management Systems Overview