
INFANTRY OFFICER RESUME

Summary:

A highly motivated and enthusiastic individual with broad and proven experience; highly articulate and effective communicator; works well with individuals on all levels; recognized as a resource person, an effective problem-solver and team player; has profound expertise in developing plans for expansion, and utilization of intelligence and military facilities; efficient in identifying new opportunities; profound expertise in developing offensive and defensive battle plans; possesses excellent interpersonal skill and cross-functional team interactions to collaborate with various teams; a trained military expert with innate ability in tactical and strategic military approach; has a broad knowledge in using weapons, grenades and other combat equipment

Professional Experience:

Infantry Officer January 2007 – Present
US Army, Chicago, IL

Responsibilities:

- Gathered and evaluated intelligence on enemy strength and positions
- Developed offensive and defensive battle plans
- Coordinated plans with armor, artillery and air support units
- Developed and supervised infantry unit training

Marine Corps Officer May 2004 – December 2006
US Army, Chicago, IL

Responsibilities:

- Supervised the units training programs
- Prepared training plans and schedules
- Designed, developed, implemented and controlled expeditionary ranges
- Responsible for the management of the unit's ammunition allocation
- Researched and developed new weapon

Military Operations Officer February 1999 – May 2004
US Army, Chicago, IL

Responsibilities:

- Gathered and evaluated intelligence on enemy strength and positions
- Developed offensive and defensive battle plans
- Coordinated plans with armor, artillery and air support units
- Developed and supervised infantry unit training

Marine Corps Officer May 2004 – December 2006
US Army, Chicago, IL

Education:

The Infantry Unit Leaders Training Company
California Military Academy, 2001
Infantry Operations Chief Course, Texas A&M University Corps of Cadets, 2000
Bachelor of Science in Business Administration
Stanford University, CA, 1997

Skills:

- Driven and determined, courageous and strong-willed
- Good communication skills, both written and verbal
- Good negotiation and interpersonal skills
- Proficient in advanced infantry skills such as machine gunnery, mortar gunnery, anti-armor operations
- Good and quick decision-making process, practical, confident and great leadership skills
- Knowledge and in-depth planning experience related to warfare, anti-terrorism and force protection
- Personnel administration, section and platoon leadership
- Defensive and offensive tactics, patrolling

Awards and Honors:

Certificate of Attendance, California Military Academy, 2001

Certificate of Attendance Texas A&M University – Texas A&M University Corps of Cadets, 2000

Certificate, The Army Reserve Officers' Training Corps, 2000

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