

SUMMARY OF QUALIFICATIONS

- Recognized as a punctual, honest, reliable, dedicated, loyal person with a sense of responsibility;
- Excellent people management skills and ability to make decisions as well as assess the priority of files;
- Level 3 security clearance (Top Secret) throughout my military career, from 1984 to 2019;
- Work meticulously, with rigor and professionalism and ability to multi-task;
- Excellent command of the french language, with excellent writing skills;
- Perfect command of the english language, both orally and in writing;
- Appointed to the Order of Military Merit in 2013; Good knowledge of the Internet and the various computer software of the Office suite (Word, Power Point, Excel, Outlook) and ability to quickly learn the operation of any specific computer software.

PERSONNEL MANAGEMENT EXPERIENCE

- Act as a principal advisor to the Commanders, both onboard ships of the Canadian fleet, at Formation level, and at National Defense Headquarters;
- Communicate to all sailors across Canada and abroad (up to 8000 members), all pertinent administrative and operational policies as well as various regulations and rules of conduct, both in writing and by oral presentation;
- See to discipline, training, administration, quality of life and overall management of personnel;
- Assist the ship's captain to ensure the discipline, safety and security of the 240 crew members, write performance reports and see to general administration;
- Manage the postings, training and career advancement of approximately 800 sailors;
- Supervise all communications teams between ships, approximately 300 sailors;
- Take charge of a section of 17 sailors, be responsible for all the ship's communications and assign the various tasks to the crew members both while at sea and alongside in home and foreign ports.

WORK EXPERIENCE

Court Usher Havre-Aubert Courthouse, Havre-Aubert, Quebec	2021 – Present
Chief Petty Officer of the Royal Canadian Navy National Defense Headquarters, Ottawa, Ontario	2016 – 2019
Pacific Fleet Chief Petty Officer Canadian Pacific Fleet Headquarters, Esquimalt, British Columbia	2013 – 2016
Ship's Coxswain HMCS Montreal, Halifax, Nova Scotia	2011 – 2013
Student in the Baccalaureate Arts and Military Sciences Royal Military College of Canada, Kingston, Ontario	2010 – 2011
Naval Communicators Career manager National Defense Headquarters, Ottawa, Ontario	2009 – 2010
Chief Naval Communications Sea Training Team (Atlantic), Halifax, Nova Scotia	2007 – 2009
Combat Operators Training Chief Royal Canadian Navy Headquarters, Ottawa, Ontario	2005 – 2007
Naval Communications Training Petty Officer 5th Maritime Operations Group Headquarters, Halifax, Nova Scotia	2004 – 2005
Naval Communications Supervisor HMCS St-John's, Halifax, Nova Scotia	2001 – 2004
Military Drill Instructor and Squadron NCO Royal Military College of Canada, Kingston, Ontario	1999 – 2001

UNIVERSITY COURSES (Relevant to the employment)

Psychology 301- Organizational Behaviour and Leadership	1999
Psychology 228- Group Dynamics	2000
History 345 – The Canadian Way of War	2010
History 410 – Canada and War	2010/2011
History 384 – Modern Europe	2010/2011
History 271 – Introduction to Military History and Thought	2011
Political Science 324 – International Organizations	2010
Political Science 216 – Introduction to International Relations	2010
Psychology 401 – Military Professionalism and Ethics	2011

PROFESSIONAL TRAINING (Relevant to the employment)

Senior Leadership Course	1999
Information Systems Security Supervisor	2002
Computer Systems Communications and Network Management	2005
Naval Leadership Training	2006
Chief Petty Officer Qualification (Stream 1)	2008
Chief Petty Officer Qualification (Stream 2)	2010
Protection of controlled materials	2011
Leadership and Ethics	2011
Introduction to National Defense Management	2011
Introduction to National Defense Ethics	2012
Naval Ethics Coordinator	2012
Senior Appointment Program (Streams 1 & 2)	2013
Department of National Defense/Canadian Armed Forces Information Management	2014
Executive Leadership Program	2015
Canadian Security Studies Program	2015