

# **James Y.A. Evans Fisher**

1010 Club Place, Duluth, GA 30096

Phone: (484) 845-5048

E-mail: JFISHER1022@gmail.com

## **Professional Summary**

Administrator with five years' experience working in the Emergency operations department for the 244th Aviation Brigade on Joint Base McGuire Dix Lakehurst (JBMDL). Maintained the emergency alert roster for over 575 personnel. Subject matter expert and operator of the (EMTEL) Emergency telecommunications system. Operator of BFT (Blue Force Tracker) and experienced RTO (Radio Transmitter Operator) with multiple successful field exercises. Tracked over 50 aircraft personnel and kept an updated weekly aircraft status for all of our downtrace units. Defense Travel Operator handling multi-million dollar accounts for travel expenses.

## **Skill Highlights**

- Proficient in Tactical communications FM / SINCGARS / SATCOM
- Maintained cyclic and sensitive equipment inventory
- Knowledgeable in Hazmat Safety and Transportation
- Licensed on multiple military vehicles and weight classes
- SME on the EST 2000 and basic rifle marksmanship programs to include MILES gear
- Excellent Communication Skills
- In depth knowledge of live and dry fire range operations
- Expert in Microsoft products
- Excellent accounting skills

## **Office Experience**

Worked in a Brigade emergency operations center, that stood ready to notify, track, and maintain accountability of over 150 soldiers in response to any CBRN (Chemical, Biological, Radiological and Nuclear) Event in CONUS within 24 hours of the event. Held a position in a Tactical operations center as a Data RTO which tracked communication between commanding officers, Safety event officers and down trace units to relay information, which maintained communication with other Task Force entities. Interpreted schematics and wire diagrams to ensure proper equipment set up and communications. Worked with command staff to create, and update mission briefings using Microsoft PowerPoint, and Word to be disseminated to subordinate units throughout the brigade on a weekly basis. Managed high level multimillion dollar travel accounts for all personnel.

## **Education and Training**

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## **Kutztown University (2009-2010)(2014-2015)**

- Major: Business Management / Marketing
- Campus Involvement: Lambda Chi Alpha (Treasurer) (Big Brother Coordinator)
- Association of Campus Events (ACE Competition chair)
- Military Club
- Knights ( Vice-president) (Secretary)
- Track and Field
- United Greek Council

EMA IS-00808 – Emergency Support Function (ESF) #8 Public health and services

FEMA IS-00800.b-National Response Framework, An Introduction

FEMA IS-00700.a- National Incident Management System (NIMS) An Introduction

Defense Support of Civil Authorities (DSCA) Phase 1

Hazmat Safety Course

Joint Incident Awareness and Assessment Team Training Course

Military Vehicle Licensed-HMMWV, LMTV, 44 Pax Bus and most military weight classes to include T-20 forklift

Field Sanitation (40 hr)

## **Experience**

**Heat Seal** (November 21, 2016 – February 7, 2018 )

East Penn Manufacturing Inc. (Lyons Station, PA)

- Process inventory for production
- Check accuracy of products and equipment
- Daily logs of products to ensure quality product control
- Maintain company standards

**Assistant Chief** (November 4, 2014 –2015)

K'Town Pub Tap house &"BBQ (Kutztown, PA)

- Customer service representative
- Maintain logs for inventory of goods
- Open and closing procedures to ensure maximum productivity
- Quality checks

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*U.S. Army, 244<sup>th</sup> Aviation Brigade- JBMDL, NJ 08640*

October2011-Sept2014

## **Aviation Operation Specialist**

- Tracked Flights which high profile passengers utilized and maintained communication with the pilots
- Operated very sophisticated systems in which tracked, communicated, briefed officers, and gave SA to key individuals
- Process local and cross-country flight clearances
- Check accuracy of flight plans and coordinate them
- Maintain flight logs on incoming/outgoing flights and individual flight records
- Alert crash crews of emergencies
- Interpret and post weather reports

**Part Time Supervisor** (October 2006 –August 2009)

UPS (Horsham, PA)

- Manage personal to achieve corporate goals
- Create personal work schedule and priority checklist
- Maintain trailer records on incoming/outgoing freights and manifest records
- Alert staff of training updates and emergency procedures
- Interpret manifest and ensure accurate reports

## **Additional Skills**

Forklift Operation: Advanced,

Bus Operator: Advanced,

CPR Certified: Expert

## **Awards and Decorations**

Army Achievement medal

Army Good Conduct Medal

Armed Forces Reserve Medal (w Hourglass and M device)

Humanitarian Service Medal

Aircraft Crewman Badge

Drivers Badge