

Matthew R. Grozik

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OBJECTIVE: To utilize knowledge gained from international contract and military service, language abilities, cultural and analytical skills, and leadership experience, to obtain a management or security consultant position.

CONTRACT EXPERIENCE:

Special Operations Consulting-Security Management Group, Inc.

Team Leader

Mosul, Iraq

March 2005 – June 2005

Perform personal protection, convoy security, armed site and perimeter security, and training of indigenous forces on behalf of the United States Air Force and civilian personnel responsible for renovating and rebuilding facilities for the New Iraqi Army.

- Seized and maintained key terrain in Mujahideen occupied territory for follow-on reconstruction efforts.
- Established firebase to provide clients with a secured work environment to conduct daily operations.
- Conducted threat analysis and route assessments for convoy operations to insure safe passage of client in Area of Operations (AO).
- Performed Personal Protection in hostile urban areas resulting in zero injuries or loss of life.
- Maintained force protection continuum through day and night reconnaissance, surveillance, and mounted/dismounted patrols.

Security Specialist

An Najaf, Iraq

January 2004 – February 2005

Provided comprehensive security for EOD personnel on behalf of the United States military and civilian personnel engaged in the gathering, securing, and/or decommissioning of unexploded ordnance and Captured Enemy Ammunition (CEA). Conducted joint security operations under the supervision of the U.S. Army Corps of Engineers with military personnel from over six countries within the Multi National Division (MND) sector.

- Assistant Team Leader (ATL) for operations planning and execution of Route and Remote Site Reconnaissance on twelve Munitions Cache Sites; contributed to detailed reports identifying requirements necessary to secure Cache Sites, personnel, and logistical support.
- Served in main effort of joint Civil / Military Task Force that successfully seized high-threat Munitions Cache Sites; first civilian led mission of Operation Iraqi Freedom.
- Performed Close Protection in various hostile environments resulting in zero injuries or loss of life.
- Served as Vehicle Commander or automatic weapons specialist on convoys and mobile security operations totaling over 100,000 miles.
- Trained and supervised over 90 Iraqi Police to serve as Ammunition Supply Point (ASP) Guards; cultivated trust and loyalty among indigenous personnel.
- Analyzed and evaluated Standard Operating Procedures (SOP) in order to improve force protection and physical security operations.

Vinnell Corporation - New Iraqi Army Training Program

Senior Company Trainer

Kirkush, Iraq

July 2003 – December 2003

Senior Company Trainer for the New Iraqi Army Headquarters Headquarters Company (HHC) composed of over 220 Arab and Kurdish soldiers. Insured all infantry, medical, supply, and staff operational training was conducted in accordance with U.S. Army regulations as specified in the Statement of Work. Worked daily with Coalition advisers to maximize training efficiency, evaluate and produce Standard Operating Procedures, and propose contract modifications to refine operational requirements. Responsible for the health, welfare, safety, and training of all HHC New Iraqi Army soldiers, Senior Specialty Platoon Trainers, and Arabic/Kurdish linguists.

- First Headquarters Headquarters Company (HHC) Senior Trainer of the New Iraqi Army. Trained, evaluated, and graduated 222 soldiers into the 1st Battalion of the New Iraqi Army.
- Designed and developed systems to collect Human Intelligence (HUMINT) on New Iraqi Army trainees in order to identify qualified key personnel to fill specialty positions for the 1st, 2nd and 3rd Battalion's HHC. Collected and analyzed HUMINT and Demographic Information on over 1,500 Iraqi trainees.
- Collaborated with the Coalition Provisional Authority (CPA) to use collected HUMINT/Demographics in a nationwide New Iraqi Army management database. Provided additional technical support to finalize the composition of the state-of-the-art Access database.
- Developed and implemented management systems to identify and allocate limited life support resources.
- Implemented measures to improve the quality of life and work for HHC linguists in order to increase efficiency and reduce inaccurate or poor translations.

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MILITARY EXPERIENCE:

Captain, United States Army Infantry

Battalion Motor Officer

South Korea

July 2001 - September 2002

Commanded an 83 soldier platoon responsible for the operational readiness of 237 vehicles, supporting weapons systems, and communications equipment. Responsible for \$500 million worth of tools, facilities, and equipment. Controlled an annual budget in excess of \$5 million. Responsible for the morale, welfare, and training of all American and Korean personnel.

- Integrated Korean Augmentees to the United States Army (KATUSA) into critical automated and manual resource management positions and insured their success.
- Collaborated with Republic of Korea (ROK) Army counterparts during extended field operations to optimize Task Force proficiency and increase combat operational readiness.
- Only platoon successful at neutralizing Division Red Teams during Brigade level ARTEP's.
- Sustained high Operational Tempo without serious injury or loss of life.
- Only mechanized combat unit in Korea to remain within fiscal year 2002 budgetary limits.
- Developed acquisition and spending control measures that saved the battalion over \$500,000 annually.
- Maintained 100 percent accountability of a stock inventory valued in excess of \$1.5 million.
- Authored and implemented a detailed manual of Standard Operating Procedures which increased the operational readiness rate from 90 percent to 98 percent. Exceeded DA standards by 8 percent.

Company Executive Officer

Fort Benning, GA

March 2000 - July 2001

Second in command of a 240 soldier basic training company. Responsible for the daily administration of the company including the maintenance of a \$4 million facility. Managed supply requisitions, resourcing and scheduling of all training activities. Assisted Drill Sergeants with all tactics and weapons training. Assigned over twenty additional duties ranging from Range Safety Officer to Hazardous Materials Officer.

- Successfully developed, scheduled, and resourced over 9,600 hours of training.
- Assisted in training over 900 soldiers on Basic and Advanced Infantry skills.
- Only company in the battalion to successfully complete an inspection of training management systems.

Range Officer

Fort Benning, GA

March 1999 - March 2000

Directly supervised 8 personnel. Responsible for renovating the facilities, grounds, and equipment necessary to operate a weapons training complex. Identified and coordinated the intricate logistical support required for daily operations of facilities and supporting equipment valued in excess of \$750,000.

- Chief liaison between defense contracted agencies and military personnel.
- Trained and developed a strong work ethic and sense of pride in mission in subordinates; resulted in the operational rate of the range complex increasing from 15% to 95%.
- Integrated resource management systems resulted in an increase of 2,000 soldiers trained annually.

ADDITIONAL MILITARY:

- Infantry Officer Basic Course. Fort Benning, GA. November 1998 to March 1999.
- Cavalry Scout. United States Army Reserves, WI. March 1993 to September 1995.

ADDITIONAL INFORMATION:

- Honorable Discharge.
- Department of Defense Security Clearance. **SECRET**. February 1996 to Present.
- Current United States Passport. Expires 10 July 2013.

EDUCATION: MARQUETTE UNIVERSITY - Graduated 1998

- Bachelor of Arts in Cultural Anthropology
- Minor in Military Science
- International Business Studies - University College Galway, Ireland - Spring 1996

LANGUAGE SKILLS:

- Conversational Spanish. Basic Russian. Currently learning Arabic (Iraqi Dialect).

COMPUTER SKILLS:

- Microsoft Word, PowerPoint, Access, Excel, Outlook, Internet and Intranet.

PROFESSIONAL ASSOCIATIONS:

- Member of the American Anthropological Association and the Society for Cultural Anthropology.

• Willing to work in hostile and austere environments •