

Micheal James Linton

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OPERATIONS MANAGER

An exceptional leader and innovative thinker with over eight years of Military experience he has proven to be an invaluable asset to the execution of the company's mission statement. Possesses extensive experience in implementing initiatives, vision, strategy, and planning while driving change through innovation, inspiration, and influence. Experience leading portfolio management activities, collaborating with executives, and implementing strategic initiative deliveries from conceptualization to actualization.

- Strategy Development
- Planning | Execution
- Strategic Thinking
- Program Management
- Executive Communication
- Vision Development
- Change Management
- Leading Matrixed Teams
- Complex Problem Solving

EDUCATION | CERTIFICATIONS

Certified Training Supervisor
Certified Instructor

KEY ACCOMPLISHMENTS

Planning – Developed plans and training to launch a completely new operational standard within the department resulting in annual savings of approximately \$400K.

Project Management – Led matrix teams and delivered \$4M projects on cost, scope, and time.

Executive Communication – Designed and delivered oral and written communication along with presentations to key executives.

PROFESSIONAL EXPERIENCE

SIG, LLC Milwaukee, WI
Public Safety Officer

April 2022 - January 2023

Safe execution of company security policies as assigned by the director of security in a two million dollar government assistance facility.

- Decreased the number of discord in the facility by strictly enforcing companies policies, and applying an increased level of complex problem solving techniques.
- Increased relations with company employees and security personnel by implementing targeted change management strategies.

United States Navy Great Lakes
Operations Supervisor

January 2019 - April 2022

Personnel development of new employees for two CEOs in which time I was directly responsible for the training and development of between 80 and 100 new hires.

- Identified solutions for complex problems, implementing organizational initiatives, while

- training new hires how to do the same.
- Managed company office space as well as personnel in day to day tasks and daily responsibilities.
- Navigating complex scheduling plans as well as the occasional last minute schedule changes.
- Developing personnel during their first two months of employment to shape their professional image to better suit the organization.

Operations Manager

Directed operations for 700 personnel with \$200K in assets. Recommended improvements and corrective actions to meet all training requirements and standards.

- Improved performance and developed a program that increased output by 40%.
- Established strategic objectives, facilitated personnel schedules, delegated work assignments, and allocated equipment that was necessary to achieve daily priorities.
- Advised executive leaders on operational requirements, readiness, training successes, shortfalls, and remediation through activity decomposition and duration estimates.
- Established strategic objectives, facilitated personnel schedules, delegated work assignments, and allocated equipment that was necessary to achieve daily priorities.

United States Navy Joint Base Pearl Harbor Hickam August 2013 - January 2019

Operations Manager

Supervised a workforce represented by three divisions. Spearheaded and shaped operational goals while facilitating CEO prioritization and review.

- Managed personnel and a \$2M facility; directed a program that fielded and validated schedules on budget, and exceeded performance standards.
- Managed \$120M of equipment to insure the safe handling and operation of assigned projects, resulting in zero safety violations over the course of a six year period.
- Trained and qualified 600 team members annually in the day to day operation of their daily tasks and collateral duties.

Hazmat Coordinator

Supervised the safe handling and distribution for seven departments of over \$200K worth of hazardous material annually.

- Designed a new vision and strategy for the organization, fostered teamwork and collaboration within departments, and implemented a project management plan that increased operational capability.
- Maintained a level of expertise with the program that resulted in a 100% satisfactory evaluation from the corporate level.

TECHNICAL COMPETENCIES

Software: Microsoft Word / Microsoft Excel / Microsoft Powerpoint / Microsoft Outlook

Operating Systems: MacOS / Microsoft Windows