

Thomas Rojek

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EDUCATION

Texas A&M University, Mays Business School
Master of Business Administration

College Station, TX
December 2024

Virginia Polytechnic Institute and State University (Virginia Tech)
Bachelor of Arts in Public and Urban Affairs

Blacksburg, VA
May 2012

EXPERIENCE

US Army, Various Locations

May 2013 – August 2023

Operations Officer

June 2021 – June 2023

- Developed and processed over 75 Operations Orders and directly synchronized efforts across echelons while overseeing all unit tasks and requirements
- Planned, resourced, and executed semi-annual training events for more than 100 personnel in leadership positions to foster shared understanding of intelligence requirements across the installation

Operations Officer

March 2020 – May 2021

- Oversaw and de-conflicted more than 35 daily reconnaissance flights to ensure constant support to global operations
- Coordinated and managed the logistical requirements for the return of over 100 personnel and over \$5 million in equipment from overseas location

Intelligence Officer

September 2019 – February 2020

- Delivered daily communications updates to senior leadership and produced daily intelligence reports on special operations which were disseminated throughout the entire intelligence enterprise
- Analyzed intelligence reporting and developed briefings which enabled more than 30 successful missions in support of special operations and crisis response
- Monitored over 50 reconnaissance assets and advised senior leaders on their capabilities and utilization

Executive Officer (Director Level)

December 2017 – August 2019

- Revitalized the maintenance and accountability of over \$30 million worth of equipment resulting in the divestiture of 112 pieces of excess equipment, reduction of over \$60,000 in equipment shortages, and a 98% readiness rate
- Deputy Director of a 115 person headquarters company; led weekly synch meetings and coordinated with 11 section leads to ensure all training and support requirements were met

Assistant Intelligence Officer

September 2016 – November 2017

- Managed security clearances for over 1,000 personnel; ensured clearances were maintained and reported derogatory information to suspend clearances as necessary
- Implemented protocols to ensure the security of four operational readiness equipment storage rooms and five headquarters buildings resulting in zero security incidents

Local Area Network Manager

May 2013 – August 2016

- Maintained an organization's Local Area Network; NETWORK+, SECURITY+, and CCENT certifications
- One of three selected among 4,000 personnel in the organization to attend Officer Candidate School (OCS); achieved Distinguished Military Graduate at OCS and Honor Graduate at the Basic Officer Leader Course

SKILLS, ACTIVITIES & INTERESTS

Technical Skills: SAP, Data Analysis, Network Administration, Network Security, Microsoft Office Suite

Certifications & Training: Top Secret Security Clearance

Interests: Spending time with family, travel, sports, reading, hiking