

AJENNA J. SMITH

Email Address: ajennajanesmith@gmail.com

Citizenship: United States Citizen

Veterans' Preference: N/A

PROFESSIONAL SUMMARY

United States Air Force Security Forces professional with over 19 years of documented leadership and experience, looking to transfer my knowledge, skills, and abilities to a position within the Education community. My experience and impeccable record of impacting the United States Air Force Security Forces Command, through positive change and development, will prove to be valuable regarding education of our nation's future leaders.

EXPERIENCE

Superintendent, Cargo Movement & Passenger Travel

February 2021 to Present

Dyess AFB, TX

U.S. Air Force

- Monitors and reviews the status and progress of all work, as well as adjusting workload balance as necessary.
- Consults with the immediate supervisors for assistance on problems, such as backlogs to ensure work is completed in a timely and effective manner.
- Provides input on performance ratings and any disciplinary actions, to include removal of personnel.
- Participates in the selection of personnel as requested by command staff and provides or coordinates staff trainings.
- Identifies supply problem areas, determines required corrective action, and provides information to command staff on the findings of evaluations, reports, and summaries
- Lead busiest cargo section in AF Global Strike Command
- Developed budget plan with \$130K, moved over 1M military assets for Command
- Oversaw \$2M military contracts
- Directed logistical support for 3 Airframes

Flight Chief

January 2017 to January 2021

Beale AFB, CA

U.S. Air Force

- Led 75 person flight, conducted air base defense security and protected \$1.3B AF assets
- Planned and oversaw work schedules, manages flight discipline, personnel performance reports and awards programs
- Facilitated military justice system; coordinated with other law agencies to identify, process and report criminal activities
- Managed fly away security team, trained 286 Afghan AF personnel on aircraft security; ensured joint operations relations

Superintendent, Logistics and Resources

February 2013 to January 2017

RAF Croughton, United Kingdom

U.S. Air Force

- Monitors and reviews the status and progress of all work, as well as adjusting workload balance as necessary.
- Consults with the immediate supervisors for assistance on problems, such as backlogs to ensure work is completed in a timely and effective manner.
- Provides input on performance ratings and any disciplinary actions, to include removal of personnel.
- Participates in the selection of personnel as requested by command staff and provides or coordinates staff trainings.
- Summons additional emergency response personnel, communicates risks, facilitates access, and coordinates or initiates partial or total evacuations.
- Serves as logistics manager and the principal advisor to command staff on all aspects of logistical management.
- Provides input and monitors the budget for logistical requirements.
- Reviews requisitions against authorized allowances, according to the appropriate authorization documents.
- Identifies supply problem areas, determines required corrective action, and provides information to command staff on the findings of evaluations, reports, and summaries.

Supervisory Master Instructor, USAF Security Forces Academy

July 2008 to January 2013

Joint Base San Antonio (Lackland AFB) San Antonio, TX

U.S. Air Force

- Instructed basic and advanced law enforcement training classes for all USAF Security Forces personnel.
- Served as a technical law enforcement authority on assigned areas with commensurate responsibility to maintain awareness of significant changes in the field.
- Planned, coordinated, and executed field training and lab exercises.
- Administered class curricula.
- Monitored and documented the progress of students.
- Recommended and executed remedial and corrective action for students.
- Participated in the development of law enforcement program and course materials.
- Conducted research on emerging law enforcement technologies, practices, and techniques.
- Used life experiences from a career in law enforcement to enhance course content.
- Supervised lesson plan development teams to develop lesson plans that included diverse instructional methods for presentation of law enforcement subjects in classrooms and during practical application sessions.
- Conducted research on emerging law enforcement technologies, practices, and techniques to enhance instructional knowledge and skill.
- Maintained compliance with established and approved policies, plans, and procedures.

EDUCATION & TRAINING

Michigan State University, Master of Arts in Education, August 2022

American Military University, B.A., Criminal Justice, April 2018

Community College of the Air Force, A.S., Instructor of Technology and Military Science

Community College of the Air Force, A.S., Criminal Justice, February 2008

Security Forces Electronic Security Systems Operator

Security Forces Advance Course

Master Instructor Certification

CCAF Professional Manager Certification

U.S. Air Force Evasion and Conduct After Capture Course

U.S. Air Force Basic Instructor Course

Security Forces Combat Leaders Course

Master Resiliency Instructor