

*“A valuable advisor and problem solver.”
“[Clark] takes the initiative to research his actions and ensure management is well informed.”*

JAMES F. ART, MAJOR, USMC

INVESTMENT BANKING ANALYST

- Financial Analysis
- Business Communication
- Financial Modeling and Evaluation
- Relationship Building
- Technical Writing
- Strategic Business Planning

PROFESSIONAL EXPERIENCE

UNITED STATES MARINE CORPS, *Top Secret, SCI Clearance* 2004 – Present

Logistics/Supply Manager and Fiscal Officer

Manage 81 employees in the efficient operation of the supply chain process. Manage multiple projects as Supply Officer, Fiscal Officer, Maintenance Officer, and Logistics Officer in fast-paced environments.

Logistics / Supply / Distribution

- Supervise approximately \$2M in requisitions through supply system; manage processes involved in supply chain and liaise/negotiate with material suppliers, manufacturers, retailers and consumers.
- Coordinate and control the order cycle and associated information systems and document transactions.
- Direct stock control and warehousing and monitor the flow of materials, quality, cost and efficiency.
- Analyze data to monitor performance and plan improvements and forecast complex systems of stock levels, delivery times, and transport costs.
- Analyze logistical problems and produce new solutions.
- *Coordinated all logistical support for the redeployment plan of 250 military members and 14 short tons of equipment from Iraq.*

Fiscal Operations

Manage fiscal operations of a multi-million dollar account. Assess organization's financial and operational performance, build financial models to depict historical and future results, and present conclusions.

- Prepare external supplier proposals and internal underwriting memos to contracting office.
- Research, analyze and create presentations related to contract development and execution.
- Research and analyze financial position to formulate, prepare, and justify annual \$650K budget.
- Created contingency budget requests; totaled over \$6M in FY06 and \$5M in FY07.
- Created and executed multiple contracts in excess of \$500K.
- Authorizing official of credit card program; manage multiple cardholders and annual expenditures in excess of \$100K.
- Managed \$5M+ in interdepartmental purchase requests.
- Sourced and de-sourced \$30M of equipment of multiple Marine Expeditionary Units.

Sales Representative, MASSEY HUGHES HIGH PERFORMANCE OUTFITTERS, New Orleans, LA 1997 - 2004

- Developed innovative marketing ideas to include "Equipment Demonstration Days" and in-store theme "shops" showcasing outdoor clothing and equipment manufacturers.

EDUCATION / PROFESSIONAL MILITARY TRAINING

***Bachelor of Science in Business Management*, TULANE UNIVERSITY, A.B. FREEMAN SCHOOL OF BUSINESS**

*Recipient, Four-year Navy Reserve Officer Training Corp Scholarship
Supply School (3 months); Leadership Course (6 months)*