

Wesley Sweeney

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SUMMARY

Project manager with 10 years of providing targeted solutions in a collaborative environment. Highlights include:

- Agile manager who was able to quickly analyze data, create meticulous plans based on key performance indicators and pivot to solutions in dynamic situations for up to 250+ professionals and \$1M+ accounts.
- Efficient problem-solver who recovered 2,400 hours of productivity and \$100K in repair costs by devising and implementing a new system that rotated monthly battery charging and conducted preventative maintenance.
- Proven team leader who tirelessly encouraged cooperative productivity among interagency personnel, clients, and stakeholders to meet 100% of organizational goals and ensured a safe working environment.

Certifications: Graduate Certificate in Project Management from Boston University, DoD Sexual Assault Advocate Certification Program (D-SAACP), CompTIA Security+, Project Management Professional (PMP) in progress

Technical Skills: MS Office (advanced), strategic planning and analysis (advanced), task management (advanced)

EXPERIENCE

Operations Manager, Marine Forces Special Operations Command, Camp Lejeune, NC 9/2015 – Present

Led up to 15-person cross-functional teams that maintained communications assets valued at \$2M+ for 250+ personnel.

- Assessed maintenance needs, created schedule, delegated tasks, and troubleshoot issues for an average of 2-3 weekly concurrent maintenance projects within timelines of 1-4 months and up to 6 larger annual projects.
- Optimized assets by ensuring operable backup batteries for communications equipment, valued at \$144K per replacement, through preventative maintenance that saved an average of 2,400 hours and \$48K per year.
- Supported higher Division units (250+ personnel) and Special Operation Marine Raider Teams with 24/7 technical support and contingency planning for communication systems in field operations.
- Led training for 100+ personnel in sexual assault prevention and response across all grade levels as a Sexual Assault Preventive Response Victim Advocate (SAPR VA).

Account Executive/Associate Media Planner, Boombox Inc. and MEC Global, New York, NY 2/2014 – 9/2015

Liaised between 6-person team and clients, managed projects, conveyed expectations and created marketing strategy.

- Oversaw media purchasing for all advertising channels, managed new business projects from proposal through implementation of recommendations or pitches and analyzed media metrics for 2 \$1M+ accounts.
- Supported 2 account managers directly, researched and presented marketing insights and developed communication plans and report decks for campaign results by using key performance indicators.
- Fostered collaborative work environment among personnel, interagency partners, and client relationships on 2-3 concurrent projects and ensured the highest quality of work that was aligned with brand and strategy.

Project Manager, Sir Speedy Printing & Marketing, Providence, RI 3/2010 – 2/2014

Led 10-person team that developed and produced email and direct mail marketing projects with budgets up to \$450K.

- Managed 3-4 concurrent small business marketing and printing projects per month, from needs assessment and design through production and delivery of digital and print media.
- Collaborated with senior account teams to develop strategies and objectives in order to meet 100% of client goals, on time and within or under budget.

EDUCATION

Master of Science, Leadership 5/2017 – 5/2019

Boston University, Boston, MA

Bachelor of Science, Marketing 9/2009 – 5/2013

Johnson & Wales University, Providence, RI