

James Free

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Energetic and motivating leader with proven ability to effectively manage both personnel and projects. Self-starter and strong independent worker. Excel at analyzing products and procedures to generate new ideas to improve efficiency and production quality. Highly adaptable to ever-changing circumstances. Key member in any team developing and executing strategic business plans.

PROFESSIONAL EXPERIENCE

Comfort, Inc., 20XX-Present Manager

- *Manage* daily operations of a \$1 million foam insulation company.
- *Train* and *supervise* work crews in more efficient product installation techniques that have reduced material waste by 20% and labor hours by 43%.
- *Develop* sales team's knowledge in the areas of building science and energy conservation in order to provide customers with the information to successfully plan for and utilize spray foam insulation.
- *Developed* an effective marketing campaign and restructured product pricing/discounts resulting in an 80% bid acceptance rate.
- *Implemented* new bidding process utilizing Excel spreadsheets to formulate more accurate bids. Allowed for the tracking of individual job costs and provided feedback as to efficiency of crews with regards to material waste and labor hours

Instructor Pilot 19XX–20XX

- Administered, coordinated, and supervised flight and academic training for United States flight training program. Encompassed over 200 instructors and 600 students in five units.
- Coordinated and supervised four Flight Commanders to insure pilot completion rates met quarterly and annual goals.
- Managed and scheduled 11 instructor pilots and 38 flight students to complete primary and intermediate level flight training.

EDUCATION AND TRAINING

- **MBA** - Finance, Auburn University,
- **B.A. Business Economics** - University of Costa Rica
- **Aviator** - Advanced Flight Training, United States Flight Patrol
- **Integrated Project Team Course** - Project Management College, United States Flight Patrol

Selective courses in building construction, construction management, and cost estimating.

AWARDS AND COMMENDATIONS

- Navy Marine Corps Commendation Medal (2)
- Navy Marine Corps Achievement Medal
- Humanitarian Service Medal
- Global War on Terrorism Service Medal