

# Steven B. Edmund II

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9408 5970 • [steve.edmund@gmail.com](mailto:steve.edmund@gmail.com) • APO 09366 • [www.linkedin.com/in/steve-edmund](http://www.linkedin.com/in/steve-edmund)

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Results-driven logistics professional with mission analysis, resource management, and cross-functional coordination expertise. Adept at compiling and replicating planning data for Current and Future Operations. Skilled in preparing comprehensive mission analyses and developing appropriate reports to communicate mission statuses effectively. Experienced in managing multiple mission requirements, tracking operational activities, and analyzing department metrics. Demonstrated ability to ensure logistics resources (Supply, Transportation, and Maintenance) adequately support mission requirements. Strong analytical skills with a focus on identifying areas for improvement in supply and equipment management processes. Proficient in MS Office suite and familiar with Army regulations and supply management processes. Active SECRET clearance holder with a BS in Computer Science, poised to contribute effectively to high-level logistics operations and analysis roles.

## Experience

OCT '24 - PRESENT

### Logistics Operations Analyst | Amentum

- Compile and replicate planning data to support Current and Future Operations, ensuring comprehensive mission analysis for all tasks.
- Prepare and present Common Operating Picture (COP) slides to depict ongoing mission statuses, providing daily reports to the Government.
- Develop Concept of Support/Course of Action briefs and APS-5 Set Annual Issue Exercise requirements using Military Decision Making Process (MDMP).
- Ensure program logistics resources (Supply, Transportation, and Maintenance) adequately support each mission requirement.
- Track and analyze operational activities, department metrics, and mission-specific benchmark goals.
- Coordinate multiple mission requirements, including APS Set Readiness, and assist with sustainment program through operational analysis and readiness reporting.
- Serve as a liaison between departments to achieve cohesive results, utilizing strong interpersonal communication skills.
- Apply comprehensive knowledge of supply and equipment management processes, ensuring effective accountability of all assigned property.

JAN '23 - PRESENT

### Production Control Clerk - Lead | V2X, APO

- Monitor production for compliance with scheduling directives, cost factors, and standards, ensuring alignment with mission requirements and operational goals.
- Collect, compile, and analyze data necessary to manage resources effectively, providing insights for operational decision-making.
- Develop and maintain a Common Operating Picture (COP) of maintenance tasks and manhour accountability, advising on workload status and scheduling effectiveness.

- Prepare and present briefs on maintenance-related activities, utilizing MS Office suite (particularly PowerPoint and Excel) to create clear, informative presentations.
- Serve as a liaison between production, maintenance, and supply departments to achieve cohesive end results and ensure logistics resources adequately support production requirements.
- Track and analyze operational activities and department metrics, providing regular reports to management.

JUL '21 - JAN '23

### **LIS III (PBO) | Amentum, APO**

- Acted as the primary point of contact for all GCSS-A related activities, ensuring compliance with the GCSS-A End User Manual (EUM) and relevant Army regulations.
- Compiled, validated, and analyzed planning data within GCSS-Army to support Current and Future Operations, contributing to mission readiness.
- Provided oversight and mentorship to LIS Operators I/II, ensuring program logistics resources (Supply, Transportation, and Maintenance) adequately supported mission requirements.
- Generated and analyzed complex reports from GCSS-Army, tracking operational activities and department metrics to drive continuous improvement.
- Conducted and led scheduled and unscheduled inventories and surveys, ensuring accurate accountability of all assigned property.
- Expert proficiency in GCSS-Army and AESIP applications, with a focus on managing assets, requisitioning, receiving, reconciliation, work order management, and stock control.
- Comprehensive knowledge of Army Regulations, including AR 710-2, AR 735-5, AR 740-26, and DA PAM 708-2, ensuring all operations aligned with military standards.
- Strong analytical skills, applying causative research techniques to identify areas for system and process improvement.
- Advanced proficiency in MS Office suite, particularly Excel for data analysis and PowerPoint for creating clear, informative presentations.
- Expertise in Army Supply and Maintenance documentation, including DA Forms 1348, 2062, 444, 5988-E, 5990-E, and 2404.

APR '18 - JUL '21

### **LMP/AWRDS ANALYST | CGI Federal, APO**

- Interpret data on logistics elements, such as availability, maintainability, and reliability.
- Prepare reports on logistics performance measures.
- Apply analytic methods or tools to understand, predict, or control logistics operations or processes.
- Analyze logistics data, using methods such as data mining and data modeling.
- Maintain logistics records in accordance with military and corporate policies.

APR '17 - APR '18

### **Junior Database Administrator | CGI Federal, APO**

- Created complex reports using Reporting Services for business intelligence needs.
- Evaluated existing processes and procedures to identify areas where modifications are needed.
- Installed, upgraded, patched, configured, and monitored MS SQL Server database systems.
- Investigated server errors reported by users and took necessary steps to rectify them promptly.

- Implemented best practices for database disaster recovery plans including backups and restores.
- Analyzed existing queries and optimized them for better performance.

OCT '14 - APR '17

### **LOGISTICS ANALYST III** | CGI Federal, APO

- Generated daily, weekly, monthly, and quarterly reports for distribution to USG-KU.
- Write SQL queries to obtain information, troubleshoot, and resolve problems.
- Provide scanning support during inventory and location survey cycles.
- Maintained accurate inventory records and tracked shipments from origin to destination.
- Translated data insights into clear and actionable reports for management decision-making.

## **Education**

NOV '23

### **Bachelor of Science (B.S.) in Computer Science**

Southern New Hampshire University, New Hampshire

## **Skills**

Data Analysis

Inventory Management

Process Improvement

Logistics Planning

Quality Control

Microsoft Office Suite