



# JIMMIE FRANK WALTON II

Germany | jimmiwalton@ymail.com | +49 1754989146 | Secret Clearance

## Summary

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Dynamic Air Force leader with 20+ years of experience as a project and operations manager, leading complex initiatives in Department of Defense, deployed, and overseas environments. Proven ability to plan, execute, and deliver cross-functional projects on time and within scope, budget, and operational constraints. Experienced managing scope, schedule, resources, risk, and stakeholders to achieve operational objectives on time and within constraints. Adept at briefing senior leaders, coordinating with joint and allied partners, and driving measurable performance improvements. Active Secret clearance.

## Highlights

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Project Planning	Budget & Cost Control	Training
Resource Management	Process Improvement	Logistics
Risk & Issue Mitigation	Performance Metrics Reporting	Supply Chain
Stakeholder Engagement	Critical Thinking	Contracts
Cross-Functional Leadership		

## Experience

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United States Air Force	June 2002 – Present
<b>Project/Operations Manager</b>   Ramstein, Germany	May 2022 – Present

- Served as project and operations lead supporting three units, coordinating personnel, resources, and priorities impacting 338 personnel across 10 functional areas to maintain operational readiness.
- Planned and executed a multi-phase training and professional development project consisting of 25 structured sessions, delivering standardized content to over 1,000 participants.
- Coordinated risk mitigation and continuity-of-operations actions for personnel health-related incidents, ensuring workforce availability and uninterrupted mission execution.
- Audited and validated workforce data used for a critical manpower study; liaised with HR and data management teams to correct 14 significant data anomalies, ensuring the integrity and reliability of data used for strategic workforce planning decisions.
- Led a cross-functional operational improvement project involving 11 personnel that optimized workflows, delivered 3,000 mission-critical components, completed 1,500 inspections, and executed 540 maintenance actions; recognized with a Superior Performance Award.

- Implemented targeted training programs focused on cultural awareness and team cohesion resulting in successfully deploying the first B-52 aircraft to Korea in 30 years, effectively meeting critical Air Force objectives and contributing to enhanced regional security and improved strategic response capabilities.
- Led Air Force's first Combat Ammunition Production Exercise sharing logistics expertise across 138 members who assembled 587 munitions with 98% accuracy: resulting in 12 members receiving recognition contributing to being awarded Maintenance Unit Team of the Year.
- Planned and executed an emergency response and continuity-of-operations project, relocating and securing 712 assets within an eight-hour execution window and safeguarding \$55M in government property.
- Advised the unit Director on 33 employee issues, enabling 16 critical missions and supported career fields largest fly hour program with 2K expenditures, the highest among Air Force combat units.
- Coordinated the Pacific Air Forces' sole De-Icing system maintenance, negotiating vendor costs, saving the Air Force \$17K, and ensured the Department of Defense's largest aircraft deicing program was under budget for the fiscal year.
- Procured equipment and De-ice fluid to support four U.S. Presidential missions; 24 assets readied and utilized, ensuring zero delays and fostering U.S. and Asia relations.
- Saved \$8M in man-hours and part cost by identifying equipment failures through the USAF's Service Bulletin error process; prompting the Program Manager to recall and re-write the Air Force-wide Service Bulletin. Unit was awarded '18 Pacific Air Forces Daedalian Award.
- Certified labor hours for 18 civilian Wage Grade employees using ATAPPS timekeeping program, managing time effectively to ensure tasks were completed on schedule and deadlines were met.
- Led 36 military and civilian personnel and assigned tasks; managed 204 assets worth \$9M in support of two E-3 aircraft and transient alert operations. Won units Maintenance Professional of the Year award.
- Managed an 18-man team to maintain five maintenance facilities valued at \$14 million, oversaw a \$136K operation and maintenance budget. Consistently met all performance targets while maintaining a safe and productive work environment.
- Spearheaded a 9-month maintenance stand caster testing process, analyzing product improvement feedback with the equipment specialists. Awarded Employee of the Quarter back-to-back as a result.
- Acted as Liaison for U.S. to Armenia/Israeli Air Force personnel to develop equipment training for 35 Israeli military members on operations and maintenance, ensuring operational readiness, efficient resource utilization and successful mission execution which promoted positive diplomatic outcomes.
- Oversaw base's maintenance training utilizing the Plan of Instruction from Instructional System Design certification. Rewrote 15 training plans. Mentored 8 instructors to be acknowledged as Instructor of the Year.

## **Education | Certifications**

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**Bachelor of Science in Business Administration** | Columbia Southern University

**Associate of Applied Science in Aerospace Ground Equipment** | Community College of the Air Force

Contracting Officer's Representative | Sealed Bidding | Quality Assurance Auditing | Acquisition Ethics | Civilian Management | Military Sherpa Coaching | Instructional System Design, Plan of Instruction