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OBJECTIVE

Project management, systems engineering, or systems architect opportunity in the information technology industry where initiative, interpersonal skills, education, and extensive experience in business information systems and program management are needed to make real contributions towards a company's growth

EXPERIENCE SUMMARY

- 25 years progressive experience managing analysis, design, development, and support of automated data processing (ADP) and management information system (MIS) projects at various levels
- Analyzed project requirements, developed project risk profiles, established project schedules, analyzed test plans and results
- Performed requirements analysis and allocation, design synthesis and verification, and systems analysis and control for various US Air Force and Department of Defense (DoD) programs
- Expertise includes defining organizational requirements for information systems; designing and implementing business solutions based on state-of-the-art information technologies; and identifying, analyzing, and resolving complex technical issues

SPECIFIC EXPERIENCE

11/2005 – Present: Chief, Base Aerospace Expeditionary Force Readiness Development, Air Force Reserve, Wright-Patterson Air Force Base OH.

- Translated Headquarters US Air Force pre-deployment training requirements into executable training plan
- Developed and institutionalized Expeditionary Combat Skills Training program for military personnel
- Developed course curriculum that met pre-deployment training and medical readiness training requirements
- Assembled Active Duty, Reserve, and Air National Guard “Total Air Force” team to provide combat skills training
- Ensured training facilities and equipment were reserved and weapons were secured for use during training
- Developed online course feedback surveys to automate process of capturing and analyzing student suggestions
- Identified program improvement areas and integrated process efficiencies

11/2005 – 04/2006: Development Team Lead / Systems Analyst, TYBRIN Corporation, Fairborn, OH.

- Led team that developed custom software and integrated Commercial Off-the-Shelf applications into the Enterprise Business Systems (EBS)
- Provided technical leadership in defining and implementing robust requirements and design of EBS applications
- Guided customer personnel in project management processes and software development methodologies
- Institutionalized newly-established processes defined for EBS program while complying with corporate-defined processes for Capability Maturity Model Integration (CMMI)
- Planned, defined, and implemented methods to integrate organizational processes and information system solutions
- Focused team activities on developing and integrating solutions within schedule constraints
- Prepared weekly status briefings to keep Chief Systems Engineer apprised of EBS development progress

11/2002 – 11/2005: Enterprise Systems Architect, Air Force Reserve, Wright-Patterson Air Force Base OH.

- Collaborated with contractor personnel in integrating SharePoint Portal Server applications with the Acquisition Tool Kit (ATK)
- Helped develop strategy to survey organizational information technology (IT) investments to satisfy congressional interest in controlling DoD IT spending
- Developed and conducted Basic and Advanced HTML training classes for WPAFB personnel
- Prepared Reserve Quarterly Reports to document Individual Mobilization Augmentee (IMA) support to AFMC

- Developed archival system for Reserve Corporate Board Commander's Conference proceedings
- Developed data retrieval system for the AFMC Senior IMA Leadership Training course
- Web-enabled Personnel Readiness Enhancement Program (PREP) training planning processes using ATK to capture and share knowledge

11/2001 – 07/2005: Principal Systems Architect / Project Manager, BTAS, Inc., Beavercreek, OH.

- Led team that developed enterprise collaboration capability using Livelink knowledge management application
- Architected community and permissions models used in Air Force Collaborative Work Environments (CWE)
 - Air Force Materiel Command (AFMC)
 - Wright Patterson AFB (WPAFB)
 - Materiel Systems Group (MSG)
 - Headquarters Information Project (HIP)
- Configured information and community architectures that enabled collaboration across and within organizations
- Developed standard file plan using Livelink Classifications
- Developed anonymous feedback system and comment system using Livelink Discussions
- Developed fitness points tracking system using Livelink Forms and LiveReports
- Developed an eMagazine system using Livelink news Channel
- Analyzed and reengineered existing paper-based business processes and developed workflows to automate them
 - Processing of performance reports
 - Collection of information on unliquidated obligations
 - Approval of travel requests
 - Preparation of monthly acquisition reports and program status
 - Coordination of system metrics and reporting tools (SMART) data
 - Preparation and review of service-level agreements (SLAs)
- Described technical implementation of CWE system, to include permissions, group naming conventions, and workflows, in Concept of Operations document
- Developed procedures for administering and managing user and group accounts
- Participated in stand-up and testing of company internet/intranet portal based on SharePoint Portal Server

10/1998 – 11/2001: Senior Systems Engineer / Web Engineer, BTAS, Inc., Beavercreek, OH.

- Conducted functional, physical, and technical site surveys for the AFMC Messaging System project
- Performed gap analyses on infrastructure, server, E-mail, and client workstation environments
- Identified required and recommended actions for successful implementation of standard AFMC E-mail system
- Developed and recommended schedules for migrating AFMC sites to Exchange and Outlook as the standard
- Authored five Engineering Installation Packages to document analyses and recommendations
- Helped define requirements for implementing Public Key Infrastructure (PKI) technologies and develop security policy for Global Combat Support System-Air Force (GCSS-AF)
- Developed dynamic World Wide Web (WWW) pages for HIP CWE using Front Page and Visual InterDev.

02/1997 – 06/1998: Principal Information Engineer, AT&T Government Markets, Wright-Patterson AFB, OH.

- Lead Systems Engineer supporting the Depot Maintenance (DM) System project of Joint Logistics Systems Center
- Provided project and integration software and systems engineering support to DM System program manager
- Led engineering study to
 - Analyze problems delaying implementation of interfaces at Naval Aviation Depot Jacksonville (NADEP JAX)
 - Identify technology alternatives for recovering schedule slips
 - Analyze trade-offs between the alternatives
 - Recommend a solution compliant with DoD architectures, guidelines, and standards
- Identified required testing to validate technical and operational requirements before Initial Operational Capability
- Prepared Work Breakdown Structure (WBS), acquisition and funding plan, implementation schedule, risk mitigation strategy, and Statement of Work (SOW) to describe tasks for integrating the Joint Computer-aided Acquisition and Logistics Support (JCALS) infrastructure products and the DM System at NADEP JAX

- Designed, built, configured, documented, and administered a shared-media Ethernet local area network using TCP/IP, NetBEUI, and IPX/SPX-compatible protocols and workstations and servers running Windows NT/98/95

04/1996 – 02/1997: Lead Computer Systems Analyst, CACI, Inc. - Federal, Fairborn, OH.

- Led deployment teams that upgraded the Configuration Management Information System (CMIS) at DoD sites
- Installed and administered a LAN connected to a wide-area network (WAN) through a Fiber Distributed Data Interface (FDDI)
 - SUN SPARCstation, HP Apollo, and HP-9000 servers
 - 486 and Pentium workstations
 - Windows NT/95/3.11, and UNIX operating systems
 - Network File System (NFS)
 - TCP/IP
- Installed and configured UNIX operating system, Oracle Relational Database Management System (RDBMS), Structured Query Language Network (SQL Net), Oracle support products, CMIS graphical user interface (GUI), Multi-User Engineering Change Proposal (ECP) Automated Review System (MEARS), and various MIS software applications
- Wrote Oracle Procedural Language/Structured Query Language (PL/SQL) scripts, modified command language programs, network startup scripts, and mapped network logical devices
- Installed, configured, and optimized computer peripherals and software; diagnosed and corrected hardware and software problems; installed and configured remote access software; established electronic mailboxes and dial-up capability; and monitored network utilization and performance
- Produced network performance reports for LAN/WAN utilization studies and provided computer technical support and training

02/1995 – 02/1996: Executive Officer, Solid State Electronics Directorate, Wright Laboratory, US Air Force, Wright-Patterson AFB, OH.

- Developed job descriptions and determined required academic qualifications of personnel
- Interviewed prospective employees, checked references, and filled vacancies with quality people
- Wrote employee performance appraisals, promotion recommendations, and award nominations
- Encouraged open lines of communication by keeping employees apprised of relevant policies
- Assigned personnel to perform specialized tasks in response to short-notice requests for support
- Briefed management on employee issues

07/1993 - 04/1996: Microelectronics Design Engineer, Solid State Electronics Directorate, Wright Laboratory, US Air Force, Wright-Patterson AFB, OH.

- Directed execution of seven applied and advanced research contracts on electronic design automation tools and methods worth over \$4.7 million
- Saved Air Force over \$110,000 in research and development costs by eliminating redundant contract tasks
- Negotiated cooperative effort between electronics firm and government to model a computer processor at no cost
- Analyzed functional and data requirements for two development projects under the Small Business Innovation Research (SBIR) program
 - Ada/C/C++ to Behavioral Very High Speed Integrated Circuit (VHSIC) Hardware Description Language (VHDL) Translator
 - Architectural-Level Low-Power Design System
- Performed systems analysis and requirements definition for two development efforts
 - Advance Research Projects Agency (ARPA) Power Optimization and Synthesis Environment (POSE)
 - Early Systems Evaluation and Trades (EaSE Trades)
- Led a research team modeling a high performance processor for target acquisition and recognition in VHDL
 - Saved DoD \$18.5M in development costs and paved way for faster system modifications
- Designed avionics digital signal processor that cut development time for aircraft electronic warfare systems by over three years

01/1991 - 07/1993: Systems Engineering Program Manager, Engineering and Technical Management Directorate, Headquarters Air Force Materiel Command, US Air Force, Wright-Patterson AFB, OH.

- Formulated systems engineering policies and regulations for DoD
- Coordinated review of a new military standard on systems engineering and configuration management

- Managed Air Force "Bad Actor" program, developed and implemented strategies for identifying, tracking, and removing failure-prone avionics from aircraft
- Managed Air Force Hardness Maintenance/Hardness Surveillance (HM/HS) program
 - Monitored aircraft nuclear survivability activities
 - Identified alternatives to a new facility for nuclear hardness testing of military aircraft
 - Saved \$30 million in unnecessary construction costs

05/1990 - 12/1991: US Air Force-sponsored Graduate Electrical Engineering Student, Air Force Institute of Technology, Wright-Patterson AFB, OH.

- Completed requirements for a Master of Science degree in Electrical Engineering
- Conducted research and authored a thesis on Digital Radio Frequency Memories for avionics integrated circuits

10/1987 - 05/1990: Network Integration Engineer, Air Force Satellite Control Network Program Office, Space Systems Division, US Air Force, Los Angeles AFB, OH.

- Chaired working group that integrated land-based communications and on-line transaction processing (OLTP) data transfer for Air Force Satellite Control Network (AFSCN)
 - Consolidated Space Operations Center (CSOC)
 - Consolidated Space Test Center (CSTC)
 - Nine remote tracking stations world-wide
- Initiated study to improve high data-rate telecommunications circuit testing methods and acceptance
- Discovered statistical flaws in the error-rate testing methods used for fifteen years
- Led a team in isolating and correcting intermittent satellite control network timing problems
 - Eliminated 12% of failed satellite contacts due to invalid ground system readiness status
- Developed database to track communications circuit characteristics and configurations
 - Reduced network setup time prior to satellite support
- Corrected site scheduling procedures
 - 25% reduction in cancellations of downtime set aside for installation of network enhancements
- Resolved dispute between three contractors implementing "dual-node commanding" of satellite remote tracking
- Formulated office operations security policies and operating instructions
 - Presented security awareness briefings
 - Conducted office security inspections to reduce vulnerability to information exploitation efforts

08/1984 - 09/1987: US Air Force-sponsored Undergraduate Electrical Engineering Student, California State University, Sacramento, CA.

- Completed requirements for a Bachelor of Science degree in Electrical and Electronics Engineering

04/1981 - 08/1984: Electronic Warfare Systems Supervisor, Electronic Warfare Branch, 43rd Avionics Maintenance Squadron, US Air Force, Andersen AFB, Guam.

- Supervised a five-person flight-line avionics maintenance crew
- Installed, maintained, and inspected electronic warfare systems on B-52D and B-52G aircraft
- Analyzed repair requirements on electronic countermeasure transmitters and missile threat warning receivers using interface test adapters and automated integrated test station
- Maintained avionics equipment resulting in a 99.6% aircraft electronic warfare capability
- Inspected avionics equipment for compliance with established maintenance and safety standards
- Requisitioned repair supplies, and controlled spare parts inventories through Standard Base Supply System (SBSS)
- Documented maintenance data collection activities the automated Maintenance Management Information Control System (MMICS)

EDUCATION

- US Air Force Squadron Officer School, Maxwell AFB AL, 1993
- MS, Electrical Engineering, Air Force Institute of Technology, Wright-Patterson AFB OH, 1991
- MS, Systems Management, University of Southern California, Los Angeles CA, 1990
- US Air Force Officer Training School, Lackland AFB - Medina Annex TX, 1987
- BS, Electrical and Electronics Engineering, California State University, Sacramento CA, 1987
- AAS, Electronics Engineering Technology, Community College of the Air Force, Maxwell AFB AL, 1984
- AAS, Avionics Systems Technology, Community College of the Air Force, Maxwell AFB AL, 1983

CERTIFICATIONS

- Open Text Certified Workflow Developer
- Open Text Certified Knowledge Manager
- Microsoft Certified Professional
- US Air Force Acquisition Professional Development Program Level III in Program Management
- US Air Force Acquisition Professional Development Program Level III in Systems Planning, Research, Development, and Engineering

TRAINING/SKILLS/QUALIFICATIONS

- Oracle OCA/OCF Bootcamp: Introduction to Oracle 9i SQL, Oracle 9i DBA Fundamentals I and II, Oracle 9i Performance Tuning; Oracle 10g Upgrade
- Livelink 9 courses: Addressing Records Management Challenges; Business Process Methodology Workshop, Introduction to Records Management; LiveReports; PDF Forms; Search Administration; Schema Symposium, Understanding Livelink Schema; Upgrade for Knowledge Managers; Upgrade for Systems Administrators; Workflow Designer I & II; XML, XSL, Workflow Designer Workshop; and XML Skins for Livelink
- Livelink 8 courses: Builder Fundamentals (SDK), Builder Workflow Customization, End User, Power User, System Administrator, System Design
- Group collaboration software: LiveLink, SharePoint Portal Server, IBM DB2 Records Manager, IBM DB2 Configuration Manager, Outlook, Notes, Schedule, Exchange
- Client/Server operating systems: Windows 2003/XP/2000/NT/98/95/3.11, MSDOS, UNIX, Mac OS
- Database management systems: Oracle, Access, dBase, SQL Server
- Networking protocols: TCP/IP, NetBEUI, and IPX/SPX-compatible protocols
- Programming/Markup languages: HTML, VHDL, C/C++, Ada, FORTRAN
- Office automation/scheduling software: Word, Excel, PowerPoint, Project, All-In-One
- Web site development/server software: Visual InterDev, Site Server, Front Page, Dreamweaver
- Graphics software: Visio, CorelDraw, Harvard Graphics, Image Composer, Adobe Photoshop
- Web browsers: Internet Explorer, Netscape, Mosaic
- Computer-aided design courses using the Compass Design Automation tool suite
- Numerous Air Force Satellite Control Network data communications courses
- Specialized training: Total Quality Management, Systems Acquisition, Systems Engineering, Configuration Management, Operations Security, Management Problems of the Technical Person in a Leadership Role
- Secret Clearance determination by Air Force Central Adjudicating Facility (AFCAF), dated January 29, 2007 (Due Process Personnel Security Investigation (PSI) Adjudication of National Agency Check/Local Agency Check/Credit Check (NACLC), opened July 27, 2004, closed January 1, 2005)

AFFILIATIONS

- Philippine American Society of Greater Dayton
 - 2008 President
 - 2007 Vice President
 - 2006 Public Relations Officer
 - 2000 – 2001 President
 - 1999 Vice President
 - 1998 Recording Secretary
- National Federation of Filipino-American Associations
 - 2008 – 2009 Ohio Chairman
 - 2006 – 2007 Ohio Vice Chairman
- Military Officers Association of America
 - Life Member
- Reserve Officers Association
 - Life Member
- American Military Retirees Association
 - Life Member