

WILLIAM P. BASTIAN JR

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PROFESSIONAL SUMMARY

Army Veteran with over 23 years of Leadership and Program Management experience. Supervised multiple organization Retention and Talent Management programs with a variety of occupational specialties such as Cyber, Military Intelligence, Logistics, Human Resources, and Healthcare. Currently possesses an active Top-Secret Clearance with SCI, issued by the Department of Defense. Project Manager for several projects that includes planning and conducting Annual Training as mandated by governing regulations, distributing retention objectives to organizations, implementing employee benefits initiatives, and establishing guidelines for personnel requesting travel for mission-related purposes. Executed government contracts with multinational Partner Agencies during Contingency Operations. Key skills include:

- Program Management
- Employee Performance Improvement
- Talent Acquisition
- Process Improvement
- Program Optimization
- HR Competencies

PROFESSIONAL EXPERIENCE

Inverness Technologies – Fort Campbell, KY

2022 – Present

Career Transition Counselor, Army Transition Assistance Program

- Consults with business leaders in the areas of business strategy, organizational effectiveness, workforce strategy and planning, compensation, and employee relations, and ensures alignment of organizational resources plans, goals, and operations, both strategically and tactically, with those of the Corporation.
- Maintains knowledge of the market and diverse career opportunities for Clients; facilitates all required instructor-led training as directed by Inverness Technologies to over 250 personnel weekly. Facilitates face to face and virtual courses such as Guide to Federal Employment, Federal Resume, Managing Your Transition, Military Occupational Crosswalk and Pre-Separation to prepare servicemembers for civilian employment and education opportunities.
- Conducts 1:1 counseling with Clients on personal finance, education, peer and organizational support, Career Skills and internship programs, and future employment opportunities in the civilian sector.
- Engages with civilian recruiters to understand talent gaps in various industries, and refers transitioning servicemembers with appropriate skillsets to help facilitate full cycle recruiting in employment areas such as Cyber, Military Intelligence, Logistics, and Information Technology.
- Trains and coaches new employees on counseling techniques, facilitating curriculum, and handling situations when dealing with aggressive personnel in the workplace.

101st Airborne Division, Fort Campbell, KY

2020 – 2022

Director, Senior Program Management and Talent Acquisition Sergeant Major E-9

- Managed 45 Company-Level Programs on Fort Campbell and executed employee performance evaluations, training to improve performance gaps, systems to approve/disprove HR actions, and briefings to Organization CEOs. Awarded the Meritorious Service Medal for Retention Mission Accomplishment during tenure.
- Performed written and oral annual evaluations and reviews for five Senior level Program Managers, two Mid-level leaders, and three subordinate staff members.
- Oversaw quality assurance and quality control of the organization's contracts. Over a three-year period processed over 3,000 contracts and processed 30 million dollars in employee incentives contracts with zero deficiencies.
- Managed the organization's Defense Travel System (DTS) with an annual budget of \$15.5 million. Served as the Approving Official for all travel request within the organization, and processed all requests with 0 reported losses.
- Designed and implemented human resource strategies focused on increasing employee engagement, retention, talent health, and implementing plans for diversity, equity, and inclusion activities.
- Performed analysis and cost-effective measures on all contracts as the Contracting Manager. Managed the Sabre Security contract with deployed organizations with a value of \$25 million.

- Performed Staff Assistant Inspection on the organization's Retention and Talent Management missions. Ensured management met program standards as directed by regulations.
- Improved the employee onboarding process from 45 to 30 days by implementing an onboard program which is currently utilized by multiple organizations throughout Fort Campbell. Planned, developed, and provided training and staff development programs, using knowledge of the effectiveness of methods such as classroom training, demonstrations, on-the-job training, meetings, conferences, and workshops.
- Identified suitable initiatives for team building events throughout the year to maximize professional working relationships amongst team members; retained all 100 percent of all Program Managers during tenure.

United States Army Cyber Command**2015 – 2020****Senior Program Manager, Retention and Talent Management**

- Provided leadership, mentorship, and guidance to 29 Program Manager on all facets of Retention and Program Management. Facilitates training to all Organization managers on budget, onboarding, logistics and retaining talent.
- Implemented and managed the introduction of the Written Bonus Agreement (WBA) that was used to Retain Personnel in Cyber Occupational Specialties; the WBA is still in effect today and utilized by other organizations.
- Developed and deliver briefings, project papers, and correspondence to managers to foster understanding and acceptance of findings and recommendations.
- Gathered facts, analyze information, and use effective, evaluative methods to accurately assess and communicate Human Resources and manpower information to inform management and command-level staff.
- Served as the Project Manager for the Army Cyber Retention Training consisting of 197 personnel, and six organizations; saved the government over \$120k in planning and executing training using research and analysis.
- Served as the Primary Contract Manager for SABRE Security during Contingency Operations; Awarded the Bronze Star for contract accuracy and military support for a contract worth over 50 million.

EDUCATION**Master of Science in Administration** | Western Kentucky University – 2017**Bachelor of Science in Business Administration, Management** | Trident University – 2012**Basic, Advance, Senior, and Sergeants Major Leadership Course Graduate** | Military**Combative | Level I and II** - 2015**Master Resiliency Certification** | Pennsylvania University – 2018**Contracting Officer Certification** | Defense Acquisition University – 2009

