

Jame J. DaSilva

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SKILLS & ABILITIES	MS Office, MS Excel, AHA first aid and CPR certified, Fire Safety Director, Winteam scheduling app, Security companion, Guard metrics, Active shooter drills, Guard card, Fear inoculation training, mentoring, management, client relations, safety, security, executive protection.
EXPERIENCE	<p>Program Manager, Crisis 24 – Remote - New York, NY 8/2014 – Present Hours Worked: 40/Weekly - Full Time</p> <ul style="list-style-type: none">• Responsible for close protection of public figures, at risk individuals and their assets in field environments, their residence, studios, offices and film sets.• Responsible for maintaining client relationships with clients and their staff.• Responsible for scheduling, training and mentoring all associates assigned to my command center.• Buildings Fire Safety Director, responsible for conducting monthly fire drills, test of the fire alarm system, and assigning and training select building staff members safety roles in the event of a fire emergency.• Completes monthly invoices of hours worked for all associates assigned to my command center for billing to clients.• Trained in CPR and basic first aid as well as conducting active shooter drills.• Performs daily security briefs for client’s audience members as well as screening them for client and staff safety.• Conduct Threat and risk assessments for at risk public figures• Develops and implements new policies and procedures in regard to security and safety.• Monitoring closed circuit television and access control at residences and commercial buildings.• Practice OPSEC and COMSEC with sensitive and confidential material• Conduct advance work and and report on gathered intelligence• Perform security driver duties in support of the Principal• Perform mobile and static low-profile / covert protection and counter surveillance in a solo practitioner capacity• Travel in support of protective operations domestically <p>Corporal of Marines (Aviation Electrician), United States Marines – Camp Pendleton, CA 5/2009 – 6/2014 Hours Worked: Enlisted</p> <ul style="list-style-type: none">• Accountable for the screening of aeronautical material for 8 Different Squadrons for three different platforms of helicopters including Hueys, Cobras and CH-46s..• Managed the distribution of aeronautical materials to the appropriate work centers for repair.

- **Trained, supervised and instructed subordinate marines in Aeronautical Material Screening Unit.**
- **Responsible for accurately entering data for aeronautical materials into our computer systems so the work centers could identify their gear.**
- **Responsible for collaborating with 8 different squadrons to help them meet their flight schedules.**
- **Responsible for mentoring and giving counsel to subordinate Marines when they ran into work related and personal problems.**
- **Generated reports to help track maintenance.**
- **Implemented creative strategies to solve problems with daily tasks.**
- **Responsible for the troubleshooting and timely repair of aeronautical electronic components for 8 squadrons and three platforms of helicopters including Hueys, Cobras and CH-46s.**
- **Updated and organized technical publications used for repairs of aeronautical materials in work center 620s Technical Publication Library.**
- **Supervised and trained subordinate Marines in the daily tasks of an aviation electrician.**
- **Accurately ordered materials required to perform maintenance on aeronautical components.**
- **Test electrical components with the aid of test benches and publications.**
- **Applied theory of operation and use of vacuum tubes, transistors, diodes, solid state devices, integrated circuit components, transformers, motors, generator, synchros, servos, electromechanical drive mechanism, transmission lines, and antennas and the theory of impedance, resistance, capacitance, and inductance to aircraft avionics systems.**
- **Used electronic schematics, block diagram, wiring equipment to repair modules, circuit cards, circuit boards.**
- **Used technical and supply publications to obtain accurate data for supply purposes;**
- **Observed shop safety precautions.**
- **Demonstrated a working knowledge of first aid.**
- **Used available technical publications and equipment to perform corrosion control on avionics equipment.**
- **Implemented a physical training schedule inside my work center.**
- **Created, analyzed, and distributed dynamic spreadsheets to evaluate key performance indicators of performance towards strategic goals.**

EDUCATION

BOROUGH OF MANHATTAN COMMUNITY COLLEGE - NEW YORK, NY
PURSING A DEGREE IN BACHELOR OF ARTS

ACCOMPLISHMENTS	Dean's list
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