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ACTIVE SECRET CLEARANCE · LOGISTICS OPERATIONS · CYBERSECURITY · RISK MITIGATION · MILITARY

Rickia McGee

// MPH · Security+ · CySA+ · SecurityX · Audit Readiness · Classified Operations Support

Logistics and operations professional with a growing cybersecurity focus, bringing military leadership, risk management, and mission-support experience across defense and public-sector environments. Active Secret clearance. Holder-asserted Security+, CySA+, and SecurityX.

$110M+ Asset Accountability | $25M Fiscal Oversight | 100K+ Personnel Supported | 15% Faster Reporting | Active Secret Clearance

OPENNESS	Open to roles
PATHLOCK	Not connected
STATUS	Best aligned for logistics operations, cybersecurity support, audit readiness, risk mitigation, secure reporting, and mission-critical program support roles
CLEARANCE	Active Secret Clearance
FOCUS	Secure operations, logistics planning, information protection, executive reporting, compliance, and readiness in defense-aligned environments
PUBLIC PROFILE	pathproof.accumentum.net/p/rickia-mcgee

01 By the Numbers

$110M+
Assets Managed
Responsible for inventory accountability, procurement, maintenance, repairs, and serviceability of mission-critical security equipment during classified operations.

$25M
Budget Oversight
Oversaw fiscal-year expenditures supporting environmental projects and mission readiness initiatives across multiple government and military locations.

15%
Faster Reporting
Automated monthly reporting through Excel macros to accelerate executive management budget planning and operational reporting cycles.

10
Military Operations Supported
Delivered secure communications support and real-time remediation during military operations to reduce cyber and physical threat exposure.

02 Highlights

LOGISTICS LEADERSHIP · ASSET CONTROL · MISSION READINESS

Oversaw $110M+ in Mission-Critical Assets

Managed inventory, procurement, maintenance, repairs, and serviceability for more than $110M in security equipment, sustaining 100% availability and readiness in classified operational environments.

Asset Accountability · Procurement · Readiness · Classified Operations

EXECUTIVE REPORTING · AUTOMATION · FINANCIAL ACCURACY

Improved Reporting Speed and Accuracy

Automated reporting with Excel macros to reduce preparation time by 15% and decreased annual financial reporting errors by 20% through active discrepancy resolution and process discipline.

Excel Macros · Financial Reporting · Error Reduction · Executive Support

CYBERSECURITY · OPERATIONAL SECURITY · RISK MITIGATION

Integrated Cyber Awareness into Operations

Applied risk mitigation, MFA controls, secure communications practices, and vulnerability-focused operational reporting to strengthen confidentiality, integrity, and availability across military and public-sector environments.

Security+ · CySA+ · MFA · Risk Management

EMERGENCY RESPONSE · PUBLIC SAFETY · HIGH-PRESSURE EXECUTION

Supported Large-Scale Public Safety Operations

Handled emergency communications, CAD workflows, NCIC-linked supervision, and secure database activities in support of a county population of more than 373,000, while helping maintain operational reliability and legal record integrity.

Emergency Communications · CAD · NCIC · Incident Response

03 Experience

NATIONAL GUARD BUREAU · ARLINGTON, VIRGINIA · NATIONAL GUARD BUREAU · LOGISTICS · COMPLIANCE · OPERATIONS

May 2023 — Present

Environmental Staff Officer

- Complies with National Guard Bureau and Army doctrine for the handling, inspection, and operation of military equipment during sanctioned military operations.
- Automated monthly reporting through Excel macros to help executive management shape monthly and annual budget strategies, reducing report preparation time by 15%.
- Initiates supply plans for military operations and manages the movement of supply classes supporting United States Army Special Operations Command-related needs.
- Maintains accountability for more than $110M in assets, including procurement, maintenance, repairs, and serviceability of security equipment to sustain full readiness during classified operations.
- Reduced annual financial reporting errors by 20% and supported audit programs, process reviews, and system implementations to strengthen compliance and operational effectiveness.

NATIONAL GUARD BUREAU · ARLINGTON, VIRGINIA · OPERATIONS · MILITARY SUPPORT · EXECUTIVE COORDINATION

Apr 2022 — Apr 2023

Assistant Operations Officer

- Supported operational planning and mission execution in a high-accountability military environment requiring secure communication, coordination, and rapid decision support.
- Worked across command structures to support logistics readiness, operational continuity, and classified mission requirements.
- Helped reinforce process discipline, reporting consistency, and readiness-focused operational support for senior leaders.

FLORIDA ARMY NATIONAL GUARD · ST. AUGUSTINE, FLORIDA · FLORIDA ARMY NATIONAL GUARD · BUDGET · RISK · INFRASTRUCTURE SUPPORT

Aug 2019 — Mar 2022

Assistant State Training Officer

- Oversaw $25M in fiscal-year expenditures tied to environmental and mission-readiness programs aligned to EPA-mandated initiatives across the United States and territories.
- Managed logistics operations across twelve domestic military sites and prepared weekly operational reports covering personnel, equipment, audit activity, and accountability.
- Applied advanced Excel functions including VLOOKUP, INDEX, MATCH, IF, and Pivot Tables to improve forecasting, executive reporting, and budget preparation.
- Used multi-factor authentication processes and secure handling procedures for classified documents and communications to reinforce accountability and privacy controls.
- Conducted threat assessments and risk mitigation strategies on military installations while supporting new security systems and vulnerability identification efforts.

ST. LUCIE COUNTY PUBLIC SAFETY · FORT PIERCE, FLORIDA · PUBLIC SAFETY · EMERGENCY RESPONSE · SECURE SYSTEMS

Jan 2019 — Aug 2019

Emergency Communications Officer

- Served in a supervisory role for receiving and handling NCIC, statewide criminal information, and disaster warning system activity to support public safety operations.
- Responded to 911 calls and dispatched emergency radio frequencies to first responders and law enforcement serving a county population of more than 373,000 civilians.
- Entered calls into CAD systems, updated local, state, and national databases, and maintained written records to preserve historical information and legal compliance.
- Identified and resolved Active Directory issues related to access control lists, encryption, and auditing to safeguard confidential data and strengthen system reliability.

ALACHUA COUNTY COMMUNITY SERVICES · GAINESVILLE, FLORIDA · COMMUNITY SERVICES · CASE COORDINATION · AUDIT SUPPORT

Feb 2017 — Aug 2017

Health and Social Services Coordinator

- Coordinated health, housing, social, and financial services for vulnerable families and individuals facing life crises and instability.
- Worked with local medical facilities and wellness programs to improve service delivery and community support outcomes.
- Conducted psychosocial and home safety assessments, developed tailored plans, and served as a liaison between residents and agencies.
- Audited patient files, identified deficiencies, and launched improvement efforts that increased efficiency and service quality.

ENTERPRISE HOLDINGS · GAINESVILLE, FLORIDA · ADMINISTRATIVE OPERATIONS · CLAIMS SUPPORT · RECORDS MANAGEMENT

Apr 2014 — Feb 2017

Administrative Clerk

- Reviewed claim files, developed collection strategies, and coordinated communications to support timely financial recovery processes.
- Gathered police reports, repair estimates, and supporting documentation while maintaining accurate system notes and payment records.
- Evaluated loss facts, negotiated with responsible parties, and recommended settlement strategies while preserving data accuracy and documentation integrity.

04 Credentials & Qualifications

Vendor certifications are holder-asserted unless a live issuer check succeeded

CLEARANCE

Active Secret Clearance

Trusted to operate in secure, mission-driven environments where classified communications, disciplined access control, and operational precision are essential.

CYBERSECURITY

Security+, CySA+, and SecurityX

Accumentum-linked cybersecurity training strengthens Rickia's foundation in risk analysis, security operations, threat-aware decision-making, and defense-minded technical support.

AUDIT & GOVERNANCE

ISACA Associate · Audit Program Support

Supports Rickia's growing role in audit readiness, compliance processes, discrepancy resolution, and secure reporting across military and government operations.

MILITARY LEADERSHIP

Advanced Operational and Security Training

Professional training includes Army Force Management, General Staff Officer Course, OPSEC, Joint Staff Operations Security, Theater Sustainment Planning, and leadership development coursework.

Security+ · CompTIA	Holder-asserted
CySA+ · CompTIA	Holder-asserted
SecurityX · CompTIA	Holder-asserted

05 Technical Skills

// LOGISTICS & OPERATIONAL SUPPORT

Operations Management	Core · 95
Inventory Management	Advanced · 92
Logistics Planning	Advanced · 90
Audit Readiness	Strong · 87

// CYBERSECURITY & RISK

Risk Mitigation	Core · 93
Operational Security	Advanced · 91
Information Security Awareness	Advanced · 90
Threat Assessment	Strong · 86

// DATA, REPORTING & SYSTEMS

Excel Macros and Functions	Core · 95
Pivot Tables / Forecasting	Advanced · 91
Executive Reporting	Advanced · 90
Computer Information Systems	Strong · 86

// LEADERSHIP & COMMUNICATION

Briefing and Coordination	Core · 92
Cross-Functional Support	Advanced · 89
Emergency Response	Advanced · 90
Operational Discipline	Strong · 88

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06 Let’s Put Rickia To Work

Best aligned for logistics operations, cybersecurity support, risk management, audit readiness, executive reporting, secure mission planning, emergency response coordination, and roles that require disciplined performance in defense, government, and high-accountability operational environments.

07 Education

ACCUMENTUM®

CompTIA SecurityX, CySA+, and Security+

Accumentum training helped strengthen Rickia’s transition into cybersecurity-focused operational support, reinforcing security analysis, defensive mindset, and technical credibility in secure environments.

UNIVERSITY OF SOUTHERN CALIFORNIA

Doctor of Physical Therapy

Advanced doctoral education reflects Rickia’s commitment to rigorous professional development, disciplined study, and high-level performance across complex environments.

UNIVERSITY OF FLORIDA

Master of Science in Public Health

Graduate-level public health education complements Rickia’s operational leadership, risk awareness, emergency response experience, and service-minded approach to mission support.

UNIVERSITY OF FLORIDA

Bachelor of Arts in Criminology

Criminology studies support Rickia’s foundation in systems thinking, public safety awareness, and the procedural discipline that informs her work in security and operations.

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