

# Thomas Rojek

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## EDUCATION

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**Texas A&M University, Mays Business School**  
*Master of Business Administration*

College Station, TX  
December 2024

**Virginia Polytechnic Institute and State University (Virginia Tech)**  
*Bachelor of Arts in Public and Urban Affairs*

Blacksburg, VA  
May 2012

## EXPERIENCE

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**US Army, Various Locations**

May 2013 – August 2023

*Operations Officer*

June 2021 – June 2023

- Developed and processed over 75 Operations Orders and directly synchronized efforts across echelons while overseeing all unit tasks and requirements
- Planned, resourced, and executed semi-annual training events for more than 100 personnel in leadership positions to foster shared understanding of intelligence requirements across the installation

*Operations Officer*

March 2020 – May 2021

- Oversaw and de-conflicted more than 35 daily reconnaissance flights to ensure constant support to global operations
- Coordinated and managed the logistical requirements for the return of over 100 personnel and over \$5 million in equipment from overseas location

*Intelligence Officer*

September 2019 – February 2020

- Delivered daily communications updates to senior leadership and produced daily intelligence reports on special operations which were disseminated throughout the entire intelligence enterprise
- Analyzed intelligence reporting and developed briefings which enabled more than 30 successful missions in support of special operations and crisis response
- Monitored over 50 reconnaissance assets and advised senior leaders on their capabilities and utilization

*Executive Officer (Director Level)*

December 2017 – August 2019

- Revitalized the maintenance and accountability of over \$30 million worth of equipment resulting in the divestiture of 112 pieces of excess equipment, reduction of over \$60,000 in equipment shortages, and a 98% readiness rate
- Deputy Director of a 115 person headquarters company; led weekly synch meetings and coordinated with 11 section leads to ensure all training and support requirements were met

*Assistant Intelligence Officer*

September 2016 – November 2017

- Managed security clearances for over 1,000 personnel; ensured clearances were maintained and reported derogatory information to suspend clearances as necessary
- Implemented protocols to ensure the security of four operational readiness equipment storage rooms and five headquarters buildings resulting in zero security incidents

*Local Area Network Manager*

May 2013 – August 2016

- Maintained an organization's Local Area Network; NETWORK+, SECURITY+, and CCENT certifications
- One of three selected among 4,000 personnel in the organization to attend Officer Candidate School (OCS); achieved Distinguished Military Graduate at OCS and Honor Graduate at the Basic Officer Leader Course

## SKILLS, ACTIVITIES & INTERESTS

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**Technical Skills:** SAP, Data Analysis, Network Administration, Network Security, Microsoft Office Suite

**Certifications & Training:** Top Secret Security Clearance

**Interests:** Spending time with family, travel, sports, reading, hiking