

CHRISTOPHER MATRAS

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OPERATIONS & SECURITY MANAGEMENT

United States Army Veteran with an active Secret Security Clearance. Operations and Security Manager with over 20 years providing security and protective services in the United States Army. Possesses a comprehensive background in organizational leadership, operational planning, and strategic planning derived from conducting multi-component operations in the U.S. and abroad. Manages risk and implements safety assurance standards and techniques to minimize threat levels. Applies dynamic personnel development, training skills, and professional guidance to actively support staff and increase readiness. Skilled in life-saving operations, safety assurance, and emergency response.

SKILLS

Team Leadership | Data/Trend Analysis | Planning & Execution | Risk Management | Training & Development | Administrative Support | Interagency Coordination | Logistics Operations | Organizational Communication

PROFESSIONAL EXPERIENCE

United States Army | Various Locations

2012 – Present

Manager, Military Police Operations and Victim Advocate

Plan, coordinate, and execute daily operations of an organization with 260 U.S. and Korean Augmentee to the United States Soldiers. Ensures the safety of military personnel and civilians on a continuous basis under high-stress levels through successfully managing multiple complex, technical, and physically demanding high-level analytical tasks simultaneously.

- Led implementation project from initiation to closure; resulted in a fully functional law enforcement organization providing law and order operations for designated regions in austere overseas locations
- Cross-trained section personnel for multiple organizational duties to ensure continuity in a high turnover environment
- Interpreted and completed more than 150 task orders from higher level organizational departments
- Coordinated organizational sexual assault and harassment response and provided for victims and complainants of assault and harassment.

Assistant Program Manager | Sexual Assault Response Coordinator (SARC)

Manage the installation Sexual Harassment/ Assault Response and Prevention (SHARP) program with 120 specialized staff. Provide non-clinical support to sexual assault victims, track reports, and provide statistics to higher headquarters.

- Hosted a dynamic, multi-echelon training program for senior leaders and victim advocates monthly on the installation
- Conducted weekly in-processing briefings; provided program awareness and introduction to 1100 incoming personnel to the installation

Instructor | Senior Drill Sergeant and Victim Advocate

Responsible for the health, welfare, and training of approximately 60 initial entry Soldiers for a 19-week Military Police One Station Unit Training (OSUT) Company. Establish and maintain high military standards while teaching the concepts of Army Values, Soldiering, discipline, good health, welfare, and morale.

- Instructed Soldiers on basic marksmanship, combat indoctrination and soldierization, physical fitness, drill and ceremony, basic Military Police law enforcement, and combat tactics
- Refined procedures for processing personnel and administrative action packets which resulted in over 50 actions being processed for UCMJ actions, separation packets, schools, and award recommendations

Instructor | Senior Drill Sergeant and Victim Advocate (*Continued*)

- Tracked and maintained files for over 220 Soldier's training records for accuracy and accountability and ensured optimal Soldier readiness to complete Initial Entry Training (IET)
- Created and delivered formal training in the community, group, and individual settings on sexual assault and harassment
 - Coordinate with Police /Sheriff/ County Attorney offices to ensure charges were filed and Protective Orders were processed and included needed information
 - Provided victims of sexual assault with community counseling, medical, and support resources

Platoon Sergeant

Manage over 40 staff, 12 vehicles, and department equipment valued at \$5M. Prepare and conduct program briefings and strategic plans for unit personnel for every mission. Manage the acquisition and maintenance of weapons systems and fielding schedules for firing ranges and training events.

- Served as Supply Officer; managed and maintained all unit equipment and inventory ensuring

100% accountability of line items

- Supervised as Officer in Charge of 10 weapons ranges implementing risk management; resulted in zero injuries or safety incidents and the qualification of over 200 personnel
- Ensured the timely acquisitions of all department logistics in a tactical environment; provided training and ensured the certification of 12 teams within the section
- Enforced Uniform Code of Military Justice and served as first responder to emergencies involving accidents, crimes, and misconduct including misdemeanors; reviewed police reports for accuracy

Traffic Investigation Lead

Conduct comprehensive research and analysis of cases to determine the applicable laws and regulations which were violated. Manage 5 investigators covering traffic control of a military installation and collaborated with civilian counterparts.

- Interpreted military law, served as a point of contact for traffic accidents, conducted the investigations, prepared, and reviewed police reports for accuracy, compliance with policy, and completeness
- Performed selective traffic enforcement duties exercising capability to receive, interpret, evaluate, and immediately decide what necessary and appropriate actions to take
 - Determined the most effective manner for planning, developing, and conducting investigations and the additional resources required ensuring thorough and detailed investigations for the fairest ruling
- Planned, coordinated, and initiated contacts with Federal, State, local, and other key officials related to matters under investigation to obtain facts, signed statements, explanation of actions

EDUCATION

Master of Art (MA), Communications | Drury University | in progress
Bachelor of Science (BS), Criminal Justice *Minor in Sociology* | University of Maryland
Associated of Art (AA), General Studies | University of Maryland

SPECIALIZED TRAINING

Sexual Assault Response Coordinator/Victim Advocate Career Course | Sexual Harassment/Assault Response/Prevention Foundation Course | US Army Basic Antiterrorism Course | US Army Conventional Physical Security Training

TECHNICAL COMPETENCIES

Software: Microsoft Office Suite 365

Operating Systems: Mac / Microsoft Windows