

# John C. Petrie (PMP)

6174 Compton Street, Indianapolis, IN 46220 | Contact: (317) 697-6919 | Email: johncpetrie6@gmail.com

---

## Employment

02/2016-Present

### **Indiana Army National Guard** — Anderson, IN — **Combat Medic, E-5/SGT**

- Deployed for covid response mission 04/2021-02/2022. Job duties included establishing mobile mass vaccination sites across the state and providing high quality patient care.
- Planned and coordinated emergency medical evacuation procedures for a team of medics across multiple training zones.
- Maintained accountability and readiness of personnel and over one-million dollars of equipment.

08/2019 - 12/2019

### **UPS** — Indianapolis, IN — **Small Sort Supervisor**

01/2022 - Present

- Co-ordinated a team of 12 hourly employees to distribute between 40,000 and 65,000 packages daily between dozens of outgoing trailers.
- Trained hourly employees on the core components of their job, how to access benefits, and safety compliance.
- Maintained accountability of employee performance with daily recorded checks.

05/2020 – 04/2021

### **Department of Veteran’s Affairs** — Cheyenne, WY — **Intermediate Care Technician (S0031-A, GS-7)**

- Executed EMT-B and above medical tasks in an emergency room setting.
- Maintained proficiency with relevant medical procedures.
- Independently operated a Covid-19 testing clinic by performing and documenting the test for processing.

09/2017 - 05/2018

### **RecSports IU** — Bloomington, IN — **Risk Manager**

- Inspected IU's gyms to stop risky behavior and report unsafe equipment.
- Responded to and recorded trauma and medical emergencies.
- Lead peers and co-workers in pre-planned emergency response.

08/2017 - 12/2017

### **Phi Kappa Tau - IU** — Bloomington, IN — **Fraternity Risk Management, Housing Chair**

10/2017 – 07/2018

- Developed and enforced risk avoidance guidelines.
- Collaborated with my risk management committee to ensure a depth of planning and to address group concerns.
- Coordinated the revision, release, and signing of six leases with twenty-four fraternity brothers and Varsity Properties of Bloomington.

10/2017 – 07/2018

### **Phi Kappa Tau - IU** — Bloomington, IN — **Fraternity Housing Manager**

- Coordinated the revision, release, and signing of six leases with twenty-four fraternity brothers and Varsity Properties of Bloomington.
- 

## Education

- Project Management Professional certification
  - Graduated 12/2019 Indiana University Bloomington, IN Bachelor of Liberal Studies
  - Army Basic Leadership Course and informal leadership training
- 

## Skills

- Experience negotiating the needs a diverse cast of co-workers and stakeholders
- Clear concise communication in delegation of tasks
- Proficiency with Microsoft Office
- A strong understanding of accountability and professionalism
- Adaptable approach to changing project settings
- Performing in a leadership position under time constraint