

Salvatore Impollonia
95 Salem Hill Road Howell, NJ 07731
(732) 370-5017

OBJECTIVE

Posses strong interpersonal, financial and problem solving abilities. Seeking a management position, which would permit me to utilize my vast Military, Food Service and Recreation experiences and offer professional advancement and challenges.

Professional Experience

1983 to Present:

Morale, Welfare and Recreation Fund
Fort Monmouth, NJ 07703

1999- Pres

Supervisory Operations Specialist, GS-0301-11
Morale, Welfare & Recreation Delivery System

Responsibilities:

Supervises a Recreational Delivery Operations Team made up of between 25-40 appropriated and non-appropriated fund personnel. Includes the planning, directing, and coordinating of all recreations operations staff as it relates to Recreation Delivery Services (RDS). Staff may include recreation specialists, recreation technicians, facility technicians, library staff, club staff, etc. Provides supervisory oversight to the Operations Team. Includes the planning, directing, and coordinating of all recreation facility operations (buildings, campgrounds, fields, pools, etc). Provides staff cross-training to ensure elementary skills development and specialized customer service support. Includes responsibility for the effective integration of the financial and physical resources of the recreation program within a Recreation Delivery System (RDS) setting.

1995 to 1999:

Supervisory Support Services Manager, NF-0301-11

Responsibilities:

Coordinates plans, studies, projects and reports for the Director and staff. Prepares and/or coordinates, and manages to completion, various special staff studies and projects (e.g., System Based Costing, Army Community of Excellence, Army Performance Improvement Criteria, Manpower Studies, etc.) for the Director. Evaluates adequacy of actions and comments and coordinates further with action officers if necessary. Develops and maintains various statistical (e.g., database, spreadsheet, etc.) collection formats. Consolidates and analyzes the data, and develops comprehensive reports, with recommendations and/or alternative solutions, to assist the Director and various managers and supervisors in interpreting the collected information. Exercises knowledge of Directorate programs, command policies and organizational relationships to evaluate data and information. Determines the most effective format for presentation, or presents it in accordance with management desires. Ensures completed plans, reports and studies are properly documented. Completed reports and recommendations influence decisions by the program managers. Provides analyses of Directorate programs to evaluate effectiveness and to identify critical areas and anticipated impact of changes in current operating procedures, staffing levels and resource requirements and sources. Maintains an in-depth understanding of command programs, activities, missions, policies, and objectives to ensure proper accomplishment and/or distribution of taskings, and to improve organizational effectiveness and efficiency. Reviews and interprets regulatory criteria, and changes or prepares local supplements and SOPs.

1994 to 1995:

Business Manager, GS-1101-11
Lane Hall, NCO Club

Responsibilities:

Manages the daily business of the Fort Monmouth Lane Hall Community Club to include all kitchen, bar and maintenance. Performs a full range of supervisory duties including the training of new employees and all duty assignments consistent with operational requirements. Contributes input to formulate a consistent and accurate annual operating budget. Evaluates financial statements, reviews costs and monitors the procurement of supplies and equipment. Evaluates the success of programs in terms of profitability, customer satisfaction and mission accomplishment. Controls, organizes and reconciles Bingo operations.

1993 to 1994:

Business Manager, GS-1101-11
Post Restaurant

Responsibilities:

Serves as the installation Mess Manager responsible for providing executive control and supervision, with full accountability of the projects and success of a mess and ancillary operations which consists of a snack bar, three mobile food units, a sundries shop, and approximately 60 vending machines. Directed, controlled and coordinated the activity of the mess system through subordinate supervisors who in turn manage a workforce of approximately 20 - 25 employees. Developed guides, procedures and instructions within the framework of command policy which governed the management functions related to the facility, utility operations, cost reporting, and maintenance of the facility and related equipment. Developed cost reduction procedures and techniques. Constantly monitored cost reduction and prepared and presented reports. Responsible for annual budget and assured that the Mess operations were self-sustaining.

1987 to 1993:

General Support Services Manager, GS-1101-11

Responsibilities:

Coordinates plans, studies, projects and reports for the Director and staff. Prepares and/or coordinates, and manages to completion, various special staff studies and projects for the Director. Evaluates adequacy of actions and comments and coordinates further with action officers if necessary. Develops and maintains various statistical collection formats. Consolidates and analyzes the data, and develops comprehensive reports, with recommendations and/or alternative solutions, to assist the Director and various managers and supervisors in interpreting the collected information. Exercises knowledge of Directorate programs, command policies and organizational relationships to evaluate data and information. Determines the most effective format for presentation, or presents it in accordance with management desires. Ensures completed plans, reports and studies are properly documented. Completed reports and recommendations influence decisions by the program managers. Provides analyses of Directorate programs to evaluate effectiveness and to identify critical areas and anticipated impact of changes in current operating procedures, staffing levels and resource requirements and sources. Maintains an in-depth understanding of command programs, activities, missions, policies, and objectives to ensure proper accomplishment and/or distribution of taskings, and to improve organizational effectiveness and efficiency. Reviews and interprets regulatory criteria, and changes or prepares local supplements and SOPs.

1983 to 1987:

Business Manager, GS-1101-11
Officers' Club

Responsibilities:

Manages the Fort Monmouth Officers' Club. Formulate instructions and directives necessary to operate fluid, profit generating, business activities with a fluctuating customer base. Represents the activity at conferences, to special interest groups and other agencies. Coordinates functions with community, installation, and MACOM representatives. Performs full range of supervisory duties. Conducts management reviews of patron participation to identify problems and initiate appropriate corrective measures. Evaluates the success of programs in terms of profitability, customer satisfaction and standards accomplishment. Reviews financial reports, estimates projected costs, develops activity financial plans. Monitors the procurement of all supplies and equipment for the activity.

Military History

1983

United States Army, MSG E-8 Retired