

# JOSEPH G. DUZITAL

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## SUMMARY

Fast track career professional with extensive military experience in the areas of operations management, project coordination, logistics and order fulfillment. Strong communication and leadership skills with public speaking and senior-level presentation experience.

## EDUCATION/CERTIFICATIONS

*Bachelors of Business Administration - 2006*  
**Campbell University**, Morrisville, NC  
Graduated Cum Laude w/ 3.5 GPA

*Associate of Arts - General Studies, 2002*  
**Weatherford College**, Weatherford, TX  
3.4 GPA

*Certified Personal Trainer - National Academy of Sports Medicine*  
*CPR (Cardiopulmonary Resuscitation) Certified - American Heart Association*  
*AED (Automated External Defibrillator) Certified - American Heart Association*

## MILITARY EXPERIENCE

**Division Collateral Duty Inspector/Supervisor, Maintenance Training Lead Instructor**  
**United States Marine Corps**

Jan 2004 - Feb 2009

### **Operations Management**

- Three years of management experience in the strategic planning, resource allocation, and administration, maintenance, equipment, technology, training, and logistics operations
- Direct and decisive leadership qualifications with particular strengths in planning, performance improvement, quality improvement and productivity gain
- Experience in the start-up and leadership of new operations and organizations
- Led teams of up to 25 personnel with full responsibility for work assignments, scheduling, performance review, disciplinary action, and long-term career planning/development/promotion
- Experience managing the audit and examination of maintenance records to ensure regulatory compliance

### **Project Coordination and Leadership**

- Directed cooperative operations between divisions within the maintenance department to develop and fully implement a consumable parts PEB (pre-expanded bin) during a Lean, Six Sigma Operation, which reduced Hi-Priority Documents (parts orders) from over 900 to less than 300 within a six month period
- Supervised and Approved over 1000 maintenance actions performed on the V22 Osprey aircraft
- Managed the well being, training, and career progression of 77 Marines assigned to the Maintenance Training Division, directly impacting the 40% increase in qualifications
- Designed and implemented entire training curriculum for the Flightline maintenance training division, which reduced training time for transition mechanics from 14 weeks to 6 weeks

## ADDITIONAL EXPERIENCE

**Personal Trainer**  
**Peak Fitness**  
Dallas, TX

Feb 2009 - Present

- Created and administered personal fitness programs for clients interested in weight loss, muscular gain or improved sports performance
- Developed the highest following in the center with over 34 clientele

## HONORS AND DISTINCTIONS

Achieved Deans List status for 3 years. Elected by fellow peers for leadership role. Managed campus team of 30 participants and collaborated with local business owners/faculty to foster strong sense of community, improved relationships, and diversity of extracurricular activities

## SPECIAL SKILLS AND ABILITIES

Extensive international travel and interacts well with all cultures  
Computer literate and well versed in Microsoft programs and the full Office suite  
Long distance runner having finished in the top 10 in 3 marathons  
Conversant in Spanish, Italian and Polish