

**SEAN MURPHY**  
Marana AZ 85653  
(214) 288-0305 | [spmurphy117@gmail.com](mailto:spmurphy117@gmail.com)

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## PROFESSIONAL SUMMARY

Human Resource Professional and Air Force Veteran leveraging 10+ years of experience in organizational leadership, process improvement, and personnel management. Adept at leading direct teams of 9 and overseeing 2.7K+ personnel in a dynamic and fast-paced environment. Possess a comprehensive background in program administration, strategic planning, and team partnership. Oversaw military and government budgets, equipment, assets, and programs valued at \$1.5B+ while managing risk assessment, quality assurance, and company compliance. Currently pursuing a Master's Degree in Human Resource Management to complement extensive experience; ready to leverage knowledge and expertise for a role in HR, compliance, or logistics.

- Operations Management
- Training | Development
- Salary Administration
- Process | Project Improvement
- Manpower Planning | Staffing
- Specialized Technical Inspections
- Performance Management
- Oral | Written Communication
- Logistics | Cost Control

## EDUCATION

**Master of Arts (M.A.),** Human Resource Management | American Military University | *In Pursuit*  
**Bachelor of Arts (B.A.),** Organizational Management, Human Resources Concentration | Ashford University  
**Associate of Applied Science (A.A.S.),** Criminal Justice | Community College of the Air Force

## PROFESSIONAL EXPERIENCE

### United States Air Force | Various Locations Senior Manager, Training and Maintenance

Dec. 2009 – Apr. 2020

- Managed daily operations and inventory oversight for over \$1M in equipment, including personnel accountability processes; coordinated and maintained training schedules for over 2,500 personnel annually across multiple sites
- Supervised compliance and safety protocols in the Arms, Ammunition, and Explosives division; managed equipment accountability and supported secure logistics for deployment-readiness needs within training departments
- Developed and led comprehensive training programs, mentoring a team of five personnel and administering 19 training initiatives, enhancing readiness and compliance for Sheppard Air Force Base's workforce

### Senior Manager, Inventory and Logistics

- Ensured accountability and readiness for over \$1.1M in critical operational gear; maintained 117 items on inspection checklists and provided training and annual evaluations for a team of nine personnel
- Directed storage and management for over \$1.4M in weapons, munitions, and communication equipment; administered a \$727K budget and safeguarded over \$3M in assets, optimizing resource allocation and security
- Developed and implemented unit operational guidelines for inventory and armory procedures, identifying and resolving 22 compliance issues
- Coordinated training for over 2,700 personnel across 33 specialized teams, enhancing operational consistency

### Compliance and Security Manager

- Enforced Department of Defense and Air Force security protocols across multiple security levels, overseeing weapons systems and munitions valued at over \$10M to ensure compliance and safety
- Conducted detailed inventory and accountability checks for 100+ privately-owned firearms, maintaining serial number tracking, location verification, contact information, and inventory records for on-base residents and visitors
- Mentored, coached, and trained team members in strict adherence to policies, standards, and procedures, effectively preventing unauthorized weapon access and ensuring regulatory compliance

## TECHNICAL SKILLS

**Software:** Microsoft Office 365 Suite (Windows, Excel, Power Point, Outlook) | SharePoint

**Operating Systems:** Microsoft Windows/Mac/Chrome