

## EDUCATION

**State University of New York, Buffalo State College**

**Buffalo, NY**

*Masters of Science in Education*

August 2012

- Major: Career & Technical Education
- Cumulative GPA: 3.86
- New York State Professional Teaching Certification

September, 2013

**Rochester Institute of Technology**

**Rochester, NY**

*Bachelor of Science in Applied Arts and Sciences*

July 2010

- Major: Criminal Justice
- Minor: Business
- Cumulative GPA: 3.52
- Dean's List (Fall 2009; Spring 2010)

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## EXPERIENCE

**Office of Public Integrity/Board of Ethics**

**Rochester, NY**

*Integrity Compliance Officer (part-time)*

May 22, 2018 – October 31, 2018

- Identify and investigate concerns in all departments and agencies under the jurisdiction of the Mayor as well as any individuals or companies doing business with, or seeking to do business with the City of Rochester. **(Present)**
- Conduct preliminary inquiries, or criminal investigations, in partnership with federal, state and local enforcement agencies.
- Detect and deter fraud, waste, and abuse
- Promote effectiveness and efficiency of City programs and operations
- Conduct ethics training
- April - Served on Board of Ethics until hired. The board renders written advisory opinions to City officers and employees with respect to the City's Code of Ethics and Article 18 of the General Municipal Law.

**Rochester Youth for Christ**

**Rochester, NY**

*Executive Director/Executive Board Member*

March 2018 – August 31, 2020

- Oversee almost half a million-dollar budget
- Carry out mission, purpose and vision for the organization
- Responsible for direction, overall administration
- Provide stability of board, staff, donors, ministry
- Provide focus for leadership and communication
- Manage office activity, business management, staff development and coordination, fundraising

**SUNY, College at Brockport REOC**

**Rochester, NY**

*NYS Certified Instructor Security Guard & SAFE Schools Instruction (part-time)*

August 2015 – Present

- Provide workshop for Teacher Assistants regarding School Violence Intervention and Prevention

**Nativity Preparatory Academy**

**Rochester, NY**

*Religious Instructor (part-time)*

September 2016 – June 2017

- Provide religious instruction to 5<sup>th</sup> through 8<sup>th</sup> grade students from diverse ethnic and religious backgrounds

**Rochester City School District**

**Rochester, NY**

*Instructor, Career Pathways to Public Safety*

September 2012 – June 2015

- Provide classroom instruction, including counseling and mentoring, in preparing students for Rochester Police Department's written, Psychological, and physical examination
- Supervised Fire, Emergency Medical Service, and Office of Emergency Management Professionals
- Planned and implemented field trips, college visits and speakers
- Served on team that conducted Annual Professional Performance Review for Student Learning Objectives
- Experience monitoring and inputting student data

**Rochester City School District**

**Rochester, NY**

*Investigator, Office of Public Safety*

January 2013 – October 2014

- Perform at most times high level internal investigations regarding violations of school policy and NYSED violations at the direction of the Superintendent, General Counsel and the Director of Public Safety
- Served on Superintendent's Steering Committee for Career and Technical Education

**Niagara Career & Technical Center**

**Medina, NY**

*Instructor, Security & Law Enforcement*

September 2010 – June 2012

- Provide instruction to students in all aspects of law enforcement, public and private security
- Expose students to college and career information
- Planned and implemented field trips, college visits and speakers
- Served as a mentor, counselor, and provided tutoring outlets
- Experience identifying students who require academic interventions
- Experience monitoring student grades, attendance, and imputing data

**Monroe Community College**

**Rochester, NY**

*Advisor, Doorway to Success Program*

February 2010 – August 2010

- Provide academic support, motivation, and guidance during student's acclimation to college life
- Provided time management, goal setting, and personal development skills instruction
- Monitored student's academic progress (grades, absenteeism and tardiness) and conducted study skills workshops resulting in increased retention

**New York State Police**

**Rochester, NY**

*New York State Trooper/Investigator*

October 1989 – May 2010

- Extensive experience in law enforcement, investigative skills, techniques, and criminal law, operations/ Response and Crisis Management, Interview & Interrogation
- Gained extensive investigative experience from 1994 – 2007 in the Bureau of Criminal Investigation as an Investigator and temporary assignments with the narcotics unit and the Gaming and Casino Detail
- New York State Police Certified

**Monroe County Sheriff's Department**

**Rochester, NY**

*Deputy Sheriff Road Patrol*

September 1985 – October 1989

- Routine patrol duties including temporary assignment to the narcotics unit during which numerous felony-drug arrests were made

**Niagara County Sheriff's Department**

**Lockport, NY**

*Deputy Sheriff Road Patrol*

May 1983 – September 1985

- Routine patrol duties including temporary assignment to the narcotics unit in an undercover capacity
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### **Professional Skills**

- Project management experience in the collection, analysis, and presentation of criminal evidence in compliance with law enforcement protocols
- Proficient writing skills in regard to reports conducted through investigations, interviews, and maintaining accurate records
- NYS Certified Security Guard & SAFE Schools Instructor
- Detail oriented with strong organizational and developmental skills
- Strong problem solving and decision making skills with the ability to develop and implement effective action plans
- Effective communicator, both written and verbal
- Proficient in PowerPoint, Microsoft Word, Outlook, and familiarity with Excel

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### **Community Involvement**

*Current Member of City of Rochester Board of Ethics*

*Current Member of Commission on Racial & Structural Equality (RASE)*

*Current Member of United Christian Leadership Ministry (UCLM) Police Reform Proposals Committee*

*Former Rochester Youth for Christ Executive Board Member*

*United Way African American Leadership Development Program Facilitator*

*Churches United to Combat Addictions (Opioids) Committee Member*

*Rochester Business Men's Fellowship*