



**JEFFREY A. MOULTON, PMP**

## **RESPONSIBILITIES**

Mr. Moulton is currently the Director, Information Assurance (IA) Programs at Concurrent Technologies Corporation (CTC). In this role, he provides overall leadership on multiple multi-million dollar Directorate programs and oversees management of the organizations personnel. His programs range from improving network security and developing unique solution sets for advanced network security problems, to designing high-speed systems and modeling and simulating these network architectures. He serves as the technical project lead (PMt) for Top Secret (SCI-level) tasks. Mr. Moulton is also responsible for business development opportunities, all aspects of fiscal and budgetary control, and strategic planning across multiple disciplines. Mr Moulton is a spokesman for National Security Agency (NSA) outreach initiatives. Prepares and delivers briefings, attends technical workshops, and participates in industry related conferences and symposiums. He holds internationally recognized certifications as a Project Manager through the Project Management Institute (PMI).

Mr. Moulton brings to CTC a unique background that includes extensive experience with the Department of Defense (DoD), senior program management skills, and direct experience executing training programs. He is a certified Project Management Professional (PMP) and is an Associate Professor at the Cambria County Area Community College.

## **BACKGROUND SUMMARY**

Mr. Moulton was employed as a Career Enlisted Manager (Communications Discipline) with the United States Air Force. He is a fully qualified Information Technology professional with over 23 years experience in program management. His experience includes developing IT training programs, career progression plans, business processing reengineering, and outsourcing and privatization strategies. Mr. Moulton served as the Workgroup Management Program Manager, Hurlburt Field, FL. He led AF senior leadership in transitioning the enlisted administrative work force into "Desktop Defender's." Their mission: eliminating the client-side configuration trouble calls plaguing the help desk. He advised senior leadership on mid-term and long-range plans for implementation. He wrote and published policies and procedures detailing the program. He developed a training program that provided a solid foundation on the fundamentals of networking, concentrated on configuration management, and built application software experts. Curriculum included: user account management, network architecture, web page development, client workstation configuration, internet security, Windows NT, and a myriad of applications software. He worked hand-in-glove with the network control center professionals to build a learning center, acquire resources (e.g. PCs, routers, hubs), and developed a "shadow program." (The

shadow program is an apprenticeship program designed to reinforce classroom training teaming the student with a qualified network administrator).

Mr. Moulton served as the Career Enlisted Manager, Hurlburt Field, FL. He developed and maintained manpower determinants for communications and information functions. He performed in-depth research on organizations; to include interviewing employees at all levels, and studying documentation and reports. He consulted organizations to determine the best skills and organizational structures required to accomplish their missions within budget and manning constraints. He briefed senior leadership on future roles and missions for communications and information functions. He authored and posted articles about organizational change as it relates to information technology on the AFSOC web page.

Mr. Moulton served as Outsourcing and Privatization Project Manager, Hurlburt Field, FL. He developed an enterprise wide outsourcing strategy. He achieved downward directed cuts without mission degradation. He identified candidate functions and orchestrated the writing of performance work statements. He saved over \$6 million to reinvest into Air Force modernization efforts.

Mr. Moulton served as an adjunct inspector to the AF Inspector General Team, Pentagon, Washington, D.C. He was requested by the Administrative Assistant to the Secretary of the Air Force to lead a functional management review (AF-level Inspector General directed inspection) of information management readiness. He briefed the secretary on the review format, timelines, and construct. He developed assessment criterion, conducted site visits, assisted work center supervisors in identifying and resolving problems. He published a comprehensive report that served as the baseline for the integration of communications and information management functions.

Mr. Moulton served as a Contingency/Logistics Planner, Langley Air Force Base, VA. He developed information management logistics, contingency, and crisis action plans for the largest combatant command in the U.S. Air Force. He interpreted senior management tasking and guidance and developed concept of operations plans to accomplish goals. He developed a cross-functional integrated process team to develop functional area support plans. He reviewed, exercised, and evaluated plans for feasibility then provided feedback for corrections. He presented completed plans to senior management. He authored "how to" guide on plan development ... still in use today.

## **EDUCATION**

1984, A.A.S., Information Management, Community College of the Air Force, Montgomery, AL  
1984, A.A., Liberal Arts, University of Southern Mississippi, Biloxi, MS 1986, B.A., Business Management, Allentown College of St. Francis DeSales, Centre Valley, PA  
1996, M.S., Management, Troy State University, Troy AL 2000, Program Management Training, Johnstown, PA  
2000, Management Development Program, Development Dimensions International (DDI), Johnstown, PA  
2001, Fundamentals of Information Technology Project Management, Georgia Institute of Technology

## **CERTIFICATION**

Certified Program Management Profession (PMP), Project Management Institute (PMI), April 2001

## **PROFESSIONAL SKILLS**

Program Management/Project Management  
Adjunct Professor, Cambria County Area Community College (Business, Management, and Leadership courses)  
Training  
Business Process Reengineering  
Human Resources Development  
Outsourcing and Privatization  
Logistics Planning

## **AFFILIATIONS**

Project Management Institute (PMI)  
Information Assurance Technical Framework Forum (IATTF)  
Computer Security Institute (CSI)  
Information Systems Security Association (ISSA)  
Institute for Network Professionals  
National Classification Management Society  
Air Force Association

## **AWARDS/HONORS**

U.S. Air Force Senior Communications and Information Professional of the Year 1996

## **EMPLOYMENT HISTORY & EXPERIENCE**

Director, Information Assurance Directorate, Concurrent Technologies Corporation, Johnstown, PA (Jun 2002 - Present)

Program Manager, Concurrent Technologies Corporation, Johnstown, PA (2001-2002)

Deputy Program Manager, Concurrent Technologies Corporation, Johnstown, PA (2000-2001) Senior Operations Analyst, Concurrent Technologies Corporation, Johnstown, PA (1999-2000)

Information Manager, United States Air Force (1977-1999)

Career Enlisted Manager, Hurlburt Field, Florida (1996-1999)

Chief, Plans and Programs Division, Langley Air Force Base, Virginia (1994-1996)

Chief, Information Management Branch, Tyndall Air Force Base, Florida (1990-1994)

Chief, Information Management Section, United States Military Training Mission, Dhahran, Saudi Arabia (1989-1990)

Chief, Information Management Section, AFROTC Det 715, Lehigh University, Bethlehem, PA (1986-1989)

Superintendent, Plans Branch, Keesler Air Force Base, Mississippi (1984-1986)

Student Training Advisor, Chanute Air Force Base, Illinois (1982-1984)

Information Manager, Air War College, Maxwell Air Force Base, Alabama (1977-1982)