**CATHLEEN WILLIAMS**

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**PROFESSIONAL SUMMARY**

Compliance Professional, Engineering Manager,and U.S. Navy Veteran leveraging 12+ years of proven experience in Program, Project, and Personnel Management with a focus on engineering and compliance. Adept at leading small and large cross-functional teams in a dynamic, fast-paced environment. Possess a comprehensive background in nuclear engineering management, executive communications, maintenance management, risk mitigation, and product compliance. Reputation for building relationships at all levels of an organization, building and motivating teams, and developing leaders. Career supported by a Bachelor of Science degree and a PMP Certification.

* Small & Large Team Lead
* Project Management
* Product Compliance
* Executive Communication
* Conflict Resolution
* Inspections
* Process Development
* Agency Communication
* Root Cause Analysis

**PROFESSIONAL EXPERIENCE**

**Fellow - Product Compliance – Ohmium International 06/2021 – Present**

Managed team of four to achieve the product certification of a hydrogen generator system for multiple regulatory agencies.

* Worked with design and test engineers to ensure adherence to international and regional product standards.
* Served as both project manager and lead compliance engineer for the UL Listing, ETL Listing, and CE mark of a hydrogen generator, associated power electronics, controls systems, and enclosures.
* Screens components for use in various markets and certifications. Developed vendor specifications.
* Developed test plan and verified construction and test setup prior to onsite agency assessor visits.
* Experience with the following standards and regulations: ISO 22734, UL 2264A, ANSI/CSA B22734, NFPA 2, NFPA 70, NPFA 79, IEC/UL 61010, UL 1741, UL 50/50E, ASME BPV, UL/IEC 60730, PED, Machinery Regulation, Low Voltage Directive, EMC Directive.
* Experience working with UL, ETL, BV, TUV labs.

**Project Manager – KForce 10/2020 – 05/2021**

Managed Data Services and Applications projects for Verizon’s Genesis program, serving the Army National Guard.

* After a contract takeover, created effective project plans to bring wayward projects back on track.
* Oversaw all aspects of project development and execution. Managed project teams in execution stages and effectively communicated risks with stakeholders.
* Developed process for expediting privileged DOD network access to database and systems administrators.

**United States Navy – Various Locations**

**Cyber Security and Compliance Officer, *Communications Division, USS Anzio* 12/2012 – 10/2014**

Ensured timely delivery and receipt of mission-critical communications; managed IT systems, network security, and the Encryption Security Program.

* Installed & implemented an upgraded personnel management server that streamlined administrative workflow on a single server and took it from hard copy paperwork to digital, reducing the time spent working.
* Directed the refurbishment and testing of six critical communications antennas, valued at $40 million.
* Managed Cybersecurity and Encryption Security Training Programs for a crew of 300; trained 11 new Division Officers in basic security and qualified two new managers.
* Entrusted with the receipt, transfer, inventory, and destruction of all ship communications security material ranging from unclassified to top secret.

**CATHLEEN WILLIAMS | PG. 2**

**Nuclear Power Student, *Naval Nuclear Power Training Command* 10/2014 – 02/2016**

Trained for six months at a graduate level curriculum in physics, calculus, chemistry, nuclear theory and design, thermodynamics, fluid systems, steam plant operations, battery and storage systems, and material science that prepares Naval Officers to take responsibility for naval nuclear reactors.

* Earned Dept. of Energy and Nuclear Regulatory Committee certification for naval nuclear reactors & watch teams.
* Graduated with Distinction and a GPA of 3.49.

**Reactor Mechanical Division Manager, *USS Carl Vinson* 02/2016 – 04/2018**

Led 71 nuclear-trained personnel in the operation, maintenance, and upkeep of $200M worth of mechanical and electrical equipment for support of two reactor plants, power generation, and steam catapults for launching aircraft.

* Reviewed all Quality Assurance Packages prior to start of work and verified proper documentation upon

completion; reduced routing and review time for routine work packages from >30 days to 10 days.

* Planned and executed seven months of shipyard maintenance including preventative, minimizing the amount

of time reactors were offline and eliminating >1 week of scheduled maintenance time.

* Drove the completion of >900 maintenance and 200 corrective items, including maintenance involving radiological controls.
* Selected for Propulsion Plant Drill Team due to knowledge and performance; directly qualified 50 personnel and provided training to a department of 500.
* Only Division Manager qualified as Engineering Officer of the Watch; directly supervised the operations of the Engineering Plant and Power Distribution for the deployed aircraft carrier.
* Oversaw numerous major repairs while deployed and in preparation for deployment, including a damaged turbine generator that was needed to deploy the next day ensuring on-time departure.
* Pre-planned for an eight-month maintenance period that took place after assignment was over; prepared work packages early and had everything ready for maintenance that occurs every 10 years.

**U.S. Naval Academy Instructor | Division Manager, *Seamanship & Navigation*  05/2018 – 08/2020**

Instructed 217 midshipmen in Advanced Navigation, including the use of charting software, radar and celestial navigation, and theory-to-practice exercises.

* Qualified as Officer in Charge of Training Vessels well ahead of peers.
* Selected to serve as Executive Assistant to the Deputy Commandant for Professional Development.
* Led 11 operators and techs in maintenance of two full-mission bridge simulators valued at $3M & related information systems, enabling training in any simulated weather or traffic condition.
* Trained midshipmen on navigation, watchstanding, and teamwork as part of four academic courses; provided ~20 hours a week of training.
* Selected to supervise and execute training voyages by the Deputy Commandant for Professional Development.

**EDUCATION | CERTIFICATIONS**

**Bachelor of Science** in Physics | Cum Laude | College of Charleston | Charleston, SC
Minor: Mathematics | Energy Production Concentration

**Qualified Nuclear Engineer Officer** | U.S. Department of Energy, Naval Reactors

Project Management Professional (**PMP**) Certification

Active DoD Top Secret Clearance