

DR. DAVID HOMER, MBA, MCS

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SUMMARY OF QUALIFICATIONS

Experienced, passionate, and dedicated Business/Criminal Justice Professional with over 19 years of combined experience as a Budget Analyst & Administrator for law enforcement operations. Expertise in the management/training of people, change management, contract negotiation, career development, and performance/progress review. Adept at instructing and training others, authoring/publishing instructional manuals, and overseeing all administrative matters associated with criminal justice administration activities. Currently seeking a software engineering position, demonstrating related experience and skills in government affairs, finance/business law, criminal law, and administrative leadership skills/abilities as follows:

- Course Instruction/Teaching
- Student Training & Development
- Lesson Plan Development
- Database Administration
- Data/Trends Analysis
- Regulatory Compliance
- Individual/Group Counseling
- Student Performance Evaluation
- Strategic Business Planning
- People Management/Human Capital
- Professional/Career Development
- Culture/Change Management

EDUCATION & CREDENTIALS

Colorado Technical University

Doctor of Management, Executive Leadership, May. 2022
Master of Business Administration, Feb. 2019
Master of Computer Science, Software Engineering, Feb. 2024

Post University

Bachelor of Business Administration, Dec. 2017

PUBLICATIONS

Homer, D (2022). A Phenomenological Study on How Stress of Police Work Affects the Officer, Community, and Families in the United States. *ProQuest Publishing*.

PROFESSIONAL EXPERIENCE

Charleston Police Department | Budget Analyst 2022 – Present

- Responsible for managing and analyzing a budget of over \$55M while preparing tracking reports, reviewing accounting records, assisting supervisors, and maintaining accurate records.
- Respond to inquiries regarding annual budget, current spending, and revenue levels.
- Enter data into payroll and administrative databases, as well as reconcile P-Card transactions.

Charleston Police Department | Senior NCIC Duty Officer 2017 – 2022

- Provide insight on NCIC staff performance for annual evaluations.
- Train new employees to ensure accuracy of NCIC entries and compilation of bond unit packages with criminal citations, RMS, and DMV documents.
- Assist the terminal agency coordinator and management in the development and implementation of procedures regarding day to day operations and training.

PROFESSIONAL EXPERIENCE (CONTINUED)

Charleston County Sheriff's Office | *Detention Deputy* 2015 – 2017

- Held accountable for supervising and maintaining order of a unit of 102 prisoners while writing daily reports to help further treatment strategies of juvenile inmates.
- Received property from incoming inmates, provided receipts, and inspected for contraband.
- Responded to first-on-the-scene incidents and played a key role on a team to resolve crisis situations.

LifeGas | *Medical Route Driver/Oxygen Pharmaceutical Technician* 2007 – 2015

- Conducted and reported pre-trip and post-trip inspections, describing defects or deficiencies to management.
- Completed hazardous materials shipping order papers in accordance with DOT/TC regulations
- Identified vehicle maintenance needs ensuring repairs were completed with a minimal disruption to operations.
- Reviewed and documented proper thermometer, gauge, and analytical equipment calibrations.

PROFESSIONAL AFFILIATIONS

- National Postdoctoral Association
- The National Society of Leadership and Success (NSLS)
- Government Finance Officers Association (GFOA)

TECHNICAL SKILLS

- Microsoft Access
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Word

CERTIFICATIONS

- NCIC Full Function
- Notary Public

VOLUNTEER EXPERIENCE

- Cheshire Fire Department, Volunteer Firefighter, 2004 – 2005
- Elim Park Retirement Home, Caretaker/Program Developer, 1994 – 1998