

# Matthew T. Jones

## Education

**James Madison University**                                      **1997-2001**                                      **Harrisonburg, VA**  
B.B.A, Majors in International Business, Computer Information Systems, Finance. Spanish minor.

**James Madison University**                                      **2009-Present**                                      **Harrisonburg, VA**  
MBA, Information Security. Expected completion in December 2011.

## Employment History

**Veritas Analytics**    **2009-Present**    **Herndon, VA**  
**Raytheon Polar Services Company (RPSC)**    **2008-2009**    **Centennial, CO**  
**IBM Corp.**    **2002-2009**    **Fairfax, VA**  
**PricewaterhouseCoopers LLP.**    **2001-2002**    **Fairfax, VA**  
**James Madison University**    **2000-2001**    **Harrisonburg, VA**

## Professional Experience

**National Geospatial-Intelligence Agency**                                      **May 2006-Present**                                      **IBM/Veritas**

- Served as the Business Process Reengineering team lead for the Geospatially Intelligence Knowledge Base Prototype. Developed this position to include BPR As-Is and To-Be process modeling of NGA Production analysts, Analyst Engagement, and requirements and technology insertion. Responsibilities included daily management of three other BPR team members, development and maintenance of BPR process models, analyst liaison and advocate to GKB-p, driver of GKB-p capabilities development, Spatially Enabled Exploitation CONOPS working group director, GKB-p liaison to NGA's Enterprise Engineering program, Spotfire software trainer and license manager, requirements development, and process advocate for new GKB-p technologies.

**National Science Foundation**                                      **September 2008-February 2009**                                      **RPSC**

- Served as a contract firefighter to the National Science Foundation at the McMurdo and South Pole Stations, Antarctica. Certified in structural and aircraft rescue firefighter and VA state Emergency Medical Technician-Basic. Primary responsibilities include airfield skyway fire and rescue standby and flight monitoring, station emergency response, daily station fire and safety inspections, and driver operator of all emergency vehicles.

**Defense Intelligence Agency**                                      **December 2004 – May 2006**                                      **IBM Corp.**

- Served as the Military Client Support Lead for IBM's WebFountain program. WebFountain was an innovative IBM Research effort to provide large scale complex unstructured text analysis of the Internet. Primary customer was DIA, though also provided extensive support to JFCOM, MSIC, SOUTHCOM, NGIC, MNF-I / MNC-I, and ONI. Responsibilities included the development and delivery of training materials and session for all analysts, open source Internet research methodology development using WebFountain, taxonomy development assistance, user advocate and liaison to IBM Research, and ensuring continued success of Military Intelligence Analyst users in their home environment. Also served extensively as backup support to the same position with the other main customer of WebFountain, the DNI Open Source Center (OSC). Of special note, provided training in

theatre to MNF-I/MNC-I analysts in Baghdad for a period of 10 days with follow on support from OCONUS.

**Central Intelligence Agency                      February 2004 – December 2004                      IBM Corp.**

- Served as a Facilitation Analyst to the CIA CIO Senior Leadership Team (SLT) consisting of all CIO directors and deputy directors. Facilitated weekly SLT meetings to guide in the development of a new business model to help the CIO better support the mission. Also provided working support to sub committees such as CRM, budgeting, and software development methodology innovation.

**Universal Service Administrative Company                      July 2001 – February 2004                      PwC LLP.**

- Served as a consultant as part of a team to modernize the USAC Billing, Collections, and Disbursements department handling billions of Dollars each quarter. Assisted in the development of the Customer Relationship Management call center including developing and documenting policies and procedures all daily and common tasks in the CRM Center as well as the customer handling and communication of special issues arising from other team functions such as invoicing or check issuance. Served to create the position of Enforcement Analyst to provide documentation and proof of payment for millions of disputed Dollars per month. Served as CRM Call Center supervisor for a one year transition period of the modernized Billing, Collections, and Disbursements department operations from IBM to USAC. Accomplished all required daily operations management, training for new USAC staff, and special transition activities.

## **Community Activities**

**Vienna Volunteer Fire Department                      April 2002 – Present                      Vienna, VA**

Serves over 1,000 volunteer hours per year as a volunteer EMT and Firefighter in Fairfax County. Certified as an ambulance driver, officer, and trainer. Currently in training for engine driver and pump operator. Voted EMT of the Year 2004 by my peers in a VVFD general election and received FF/EMT of the Year 2005 awarded by the American Legion Post 180. Additional positions held include:

- Lieutenant, 2004 – Present. As an elected administrative position 3<sup>rd</sup> in line to the Chief, primary responsibilities include general accountability for VVFD emergency vehicles, operational guidance of the company to the Chief, and division lead for new EMTs and Firefighters.
- Member, Board of Directors, 2004 – Present.
- Quartermaster, 2004 – Present. As a position appointed by the Chief, responsibilities include providing and maintaining accountability for all issued Personal Protective Equipment to all volunteer members, liaison duties with Fairfax County Fire and Rescue Warehouses, and developing and documenting Standard Operating Procedures for this position.
- Chairman, Recruitment and Retention Committee, 2004 – Present. As a position appointed by the Chief and President, responsibilities include maintenance and operations of recruitment activities and interviews, applications and background screening, probationary period mentorship and training guidance for new members, and maintenance of current membership service requirements and morale.

**Washington Redskins Marching Band                      April 2002 – July 2008                      Landover, MD**

Serves as a trumpet player for the Washing Redskins Marching Band. Responsibilities include attendance at weekly practices, home game performances, and community performances throughout the year, such as the Christmas Pageant of Peace at the White House, Redskins Fan Days, and various community holiday parades.

## **Awards Received**

Service Excellence Award  
Service Excellence Award  
Eagle Scout

IBM Business Consulting Services  
IBM Business Consulting Services  
Boy Scouts of America

Dec 2007  
July 2005  
1995