

JOYCE A. HAYES
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CLEARANCE: TS-SCI clearance granted by DIS 1984; last update 2004

EXPERIENCE:

Keller Williams Realty Gulf View January 2006 – present
Provide customer service and real estate knowledge to buyers and sellers of real property, prepare market analysis data for listing presentations, analyze market trends, query multiple databases for homes which meet specific buyer criteria, complete contractual paperwork to effect the sales transaction, and negotiate as needed.

National Security Agency November 1984 – January 2006
Entered the National Security Agency in the Directorate of Plans, Programs and Resources Intern Program. Career focus mostly providing financial analysis and review of budget build, financial plan execution and procurement activities. Assignments involved Manpower management, Program and Budget Build, Financial Plan Execution, and Finance and Accounting functions. Completed 2 overseas assignments at Chicksands, England and Bad Aibling, Germany. While at Bad Aibling, managed a multi-million dollar budget as the Chief of the Resources Management Office (J5 Office). Determined budgeting priorities for force protection (ATFP) after the 9/11 incident to protect personnel in an overseas environment.

Spent 3 years as a language analyst and more than 2 years as an Intelligence Analyst/Global Network Analyst. Cross-trained in foreign language and IA in order to fill critical mission requirements. Performed target development research and analysis of metadata to glean information regarding high-interest targets and to uncover potential new sources for that information. Familiar with analytical tools, to include: ANCHORY/MAUI, Pathfinder, Mainway, Banyan, Octave as well as DoD and DCI regulations and policies. Extensive use of desktop computer applications, such as Analyst Notebook, ArcView, Framemaker and the Microsoft Office suite (Word, Excel, Power Point), in both the UNIX and NT environments.

EDUCATION and CERTIFICATIONS:

Bachelor of Arts, Political Science, Furman University, Cum Laude, 1983
Masters of Science, Management, Troy State University – European Division, 1991
NATO School, Managerial Course, Oberammergau, Germany, 2002
Professional Certification, Resources Management, 1987
National Cryptologic School Adjunct Faculty Certification, 1992
Defense Acquisition University, Business, Cost Estimating and Financial Management, Level I DAWIA Certification, 2001