Amanda Thayer

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KEY SKILLS

Strategic Planning & Execution
Leadership & Team Support
Finance & Budget Management
Business Development
Detail Oriented Organization
Process Improvement

VOLUNTEER EXPERIENCE

Cherry Creek School District | Aurora, CO | May 2012 - Present

- District Accountability Committee (DAC), ExecutiveCommittee Community Member
- Parent Information Network (PIN)
- Exceptional Volunteer Award (CCSD Wide 2019)
- Liberty Middle School Innovation Center Building Committee
- Liberty Middle School PTCO Treasurer and PTCO President
- Creekside Elementary Room Parent, Fun Run Volunteer, Field Day Volunteer

WORK EXPERIENCE

Senior Capture Manager | Aurora, CO | May 2021 - Present
Raytheon/Collins Aerospace, Certified Capture Manager

- Provide critical leadership from the identification of opportunity through post submission
- Develop and implement capture plans and strategies, including customer relationships, contact plans, customer requirements, strengths/weaknesses of our competitors
- Provide bid and price to win strategies to management and customers
- Lead capture teams in gate reviews, color teams and capture strategy sessions
- Collaborate with networks of industry SMEs who understand programs and tomorrow's requirements
- Support bid and proposal financial plans

Systems Engineer | Aurora, CO | December 2019 - May 2021
CACI/BITSystems

- Part-time, on call supporting IRAD business development activities

Substitute Teacher | Aurora, CO | 2019
Cherry Creek School District

- Provide classroom instruction and management in absence of the regular teacher, ensuring a positive and productive learning environment
- Adapted quickly to different grade levels, subjects and classroom needs

Executive Level - Senior Engineer Technical Advisor | Buckley AFB, Aurora, CO | August 2011 - August 2015
SCITOR Corporation

- Executive SETA Support to ADF-C Site Commander, Deputy, Agency Directors, Staff & Leadership Team
- Responsible for accurate, timely and coordinated responses to Government HQ on action items
- Facilitate ADF-C Commander daily activities, meetings, briefs and action plans
- Plan, organize and implement all activities related to Distinguished Visitor events at the ADF-C
- Advisor on IT Initiatives, RFCs, UFRs, Spend Plans, Yearly Budgets and Basis of Estimates (BOE)

Business Development/Six Sigma Expert | Aurora, CO | 2009-2011
Raytheon/Ground Enterprise Solutions

- Proposal Manager $500M Competitive Pursuit
- Proposal Manager for successful $8M Strategic/Competitive/Commercial/FFP pursuit
- Trainer for Enabling Business Growth Practitioner Track
- Facilitated Black Hats, Win Strategy Workshops, Blue Team 1&2, Pink/Red/Gold Team

Business Development Capture Manager/Six Sigma Expert | Aurora, CO | 2008-2009
Raytheon/National Systems

- Capture Manager, Provisionally Certified
- Deputy Capture Manager for $900M operations and maintenance program
- Facilitated Black Hats, Win Strategy Workshops, Blue Team 1&2, Pink/Red/Gold Team

NPOESS Program Office ECP Lead | Aurora, CO | 2008
Raytheon/Space Systems

- Managed over $21M in ECP/NTE/EE/FFPs on $1.8B program
- Responsible for cost, schedule and technical outputs on each effort
- Researched and analyzed historical data and developed cost models for each effort
- Coordinated operations, engineering and subcontract Managers on each effort for accuracy and completeness
- Trainer for proposal activities

Business Development/Six Sigma Expert| Aurora, CO | 2004-2007
Raytheon/National Systems

- Responsible for operations and maintenance, facilities and information technology proposal activities:
    - Federal government proposal process, management and development
    - Developed and implemented customer marketing strategies, business planning, operating plans, FEOTB and 5 year forecasting
    - Wrote & managed various sections of Six Sigma, Management, Engineering and Finance Volumes
    - Orals Volume Lead for successful International Operations, Maintenance and Facilities pursuit
    - Assisted with Black Hats, Win Strategy Workshops, Blue Team 1&2, Pink/Red/Gold Team
- Six Sigma Expert
    - Trained and Mentored Employees, Specialists and Experts through process improvement projects
    - Certified Six Raytheon Sigma Expert

ADDITIONAL EXPERIENCE

Teammate Coordination Lead | Raytheon | Buckley AFB, Aurora, CO | 2004-2005
Raytheon Six Sigma Black Belt | Raytheon | Buckley AFB, Aurora, CO | 2002-2004
Microsoft Trainer/System Administrator | Raytheon | Buckley AFB, Aurora, CO | 1999-2002

EDUCATION

Webster University | Aurora, CO | MA, Computer Resources & Information Management | 2002
University of Nebraska at Omaha | Omaha, NE | BA, Education | 1998

LICENSES & CERTIFICATION

Nebraska Teaching License | 1998
Raytheon | Certified Six Raytheon Sigma Expert | 2004
Raytheon | IIS R6s President's Award for Growth | 2004
Raytheon | Trainer for Enabling Business Growth Practitioner Track | 2009-2011
SCITOR Corp | Recognition from may DVs, DNI, D/CIA, OGC, supervisors & peers | 2012-2015
Small Business Owner | 2007- Present