

Andrew Guralnick

Education

Salem State University, Salem, MA

May 2013

B.A., *cum laude*, History

Concentration: Pre-Legal and Business

Dean's List, Member of Phi Alpha Theta History National Honors Society, Major GPA: 3.675

Experience

Acting Lieutenant, Somerville Fire Department

April 2016- Present

Perform firefighting duties and respond to various emergencies within the city. Responsible for supervision of crew members and contact with higher command. Train and supervise fellow crew members in preparation to maintain readiness for fire and medical emergencies. Carry out numerous administrative tasks such as: incident reports, staffing and scheduling, pre-planning and post incident meetings.

Corrections Officer, Essex County Sheriff's Department

April 2014 to April 2016

Was responsible for the supervision, care, and control of inmates in a 1300 person jail. Controlled disruptive behavior by utilizing the appropriate use of force on the use of force continuum scale. Communicated with other staff and main control to inform about inmate behaviors, incidents and to request assistance. Wrote narrative reports describing events that had happened, such as disciplinary reports and incident reports.

Fire Support Team Leader, Army National Guard

September 2009 to September 2013

Assigned and supervised the work of subordinate employees by planning and enforcing strategic policies and procedures. Conducted personnel inspections prior to high profile assignments. Possessed thorough knowledge of unit, state, and federal policies in order to perform daily workplace operations. Considerable experience maintaining effective working relations with fellow employees while serving the public of both the Commonwealth of Massachusetts and while on deployment to the Islamic Republic of Afghanistan.

- Held rank of Sergeant with proven leadership skills and Secret security clearance.
- Received Joint Service Commendation Medal for service in Afghanistan.

Operations Specialist 2nd Class, U.S. Coast Guard

April 2005 to September 2009

Prepared all-source intelligence products in the fields of HUMINT, Geo-Spatial, and Counter-Narcotics to support senior ranking officers. Assisted in establishing and maintaining systematic, cross-referenced intelligence records and files. Received, analyzed, and processed incoming reports and messages. Assisted in the analysis and evaluation of intelligence holdings to determine changes in enemy capabilities, vulnerabilities, and probable courses of action. Assembled and proofread intelligence reports and assisted in consolidating them into military intelligence.

- Received Letter of Commendation onboard Coast Guard Cutter Escanaba for outstanding service.
- Recognized as Service Member of the Month for December 2008 at the Armed Forces Inaugural Committee.