

# Addison Thomas Piggott Clayton

111 W. 79<sup>th</sup> Street, Kansas City, MO 64114 • (615) 945-3032 • atpclayton@gmail.com

## Education

---

### *The University of Memphis*

**August 2010-May 2016**

Master of Public Administration, concentration in Public Policy

Memphis, TN

Bachelor of Arts in Criminology and Criminal Justice, minor in German

Memphis, TN

Relevant coursework

- Conducted neighborhood survey, archival research, assembled a comprehensive demographic information, gathered input from residents, and presented a preservation and development proposal to community members
- Reviewed expenses and operational needs for a local nonprofit and created a budget proposal for their next fiscal year for a final Public Budgeting Administration project

## Military Experience

---

### **United States Army**

**October 2016-present**

#### *Executive Officer*

Fort Riley, KS

- Orchestrated a Field Training Exercise for 21 soldiers and increased maintenance readiness to 100% for my company to prepare all personnel and equipment for a nine-month deployment to Poland
- Executed Airport Transportation Missions for the arrival of 928 Soldiers, 30 pieces of equipment, and the departure of 506 soldiers. Executed Seaport Mission to ship over 700 military vehicles
- Served as a Liaison Officer in the Republic of Georgia, forged relationships with Georgian Military Officers to coordinate the movement of 2,597 soldiers in and out of the country for a multinational joint training exercise

#### *Platoon Leader*

- Supervised 1 senior maintenance specialist, 1 senior manager, 7 mid-level managers, and 25 soldiers during training exercises and maintenance support functions
- Created a plan, gathered resources and materials, reserved location, briefed multiple supervisors, and executed my plan to conduct weapons qualification ranges to certify over 60 soldiers on three different types of weapons
- Maintained positive accountability of \$5,896,880 of military equipment and transferred 9 vehicles and other excess property worth a total of \$1,350,451 to units with equipment shortages

## Experience

---

### **Office of Historic Preservation**

**May 2016-July 2016**

#### *Intern*

Memphis, TN

- Analyzed, photographed, and consolidated public data on houses so officials could determine if a local neighborhood qualified as historic
- Aided and recorded local board meetings for the Department of City Planning

### **The University of Memphis**

**August 2015-May 2016**

#### *Graduate Assistant*

Memphis, TN

- Coordinated events and facilitated meetings for the Nonprofit Student Organization
- Assisted professors with recruitment and external outreach efforts

### **Rincon Strategy Firm**

**May 2014-July 2015**

#### *Staffer*

Memphis, TN

- Collected and analyzed data from field organizers consolidated within a voter database and developed strategic campaign plans based on data
- Utilized a voter database and selected key areas and specific houses for volunteers to canvass to maximize voter engagement and efficiently manage the volunteer force
- Conducted the hiring process, trained, and organized the four office interns to staff political campaigns

## Leadership

---

- Voter registration and voter turnout efforts
- Community gardening

## Achievements and Credentials

---

- Top Secret Security Clearance (Department of Defense)
- Army Commendation Medal
- Army Achievement Medal