

APPLICATION

The City of Tumwater's advisory boards, commissions and committees are listed below with a short paragraph describing the make-up of the group. Please complete the application below and show your group preference, listing your first choice as #1, second choice as #2, etc. Please attach a letter of interest and a resume with this application showing your current qualifications and interests.

Name:	<u>Anthony J. Varela</u>	<div style="border: 2px solid blue; padding: 5px; text-align: center;"> CITY OF TUMWATER <div style="border: 1px solid red; padding: 2px; display: inline-block; color: red;">JAN 25 2022</div> EXECUTIVE DEPARTMENT </div>
Address:	<div style="background-color: black; width: 400px; height: 60px;"></div>	
Telephone:	_____ (Home) <div style="background-color: black; width: 150px; height: 30px;"></div> _____ (Cell)	
	_____ (Work)	
Date:	<u>Jan 19, 2022</u>	Email: <div style="background-color: black; width: 300px; height: 30px;"></div>

BOARD, COMMITTEE OR COMMISSION

PREFERENCE
NUMBER:

Barnes Lake Management District Steering Committee
 Eleven members; Mayoral appointment; two-year terms; active

Board of Parks and Recreation Commissioners:
 Seven members; Mayoral appointment with Council
 confirmation; three-year terms; active

Civil Service Commission:
 Three members; Mayoral appointment; six-year terms; active

Crime Stoppers:

One citizen representative; Mayoral appointment with Council confirmation; three-year terms; active

Historic Preservation Commission:

Seven members; Mayoral appointment with Council confirmation; three-year terms; active

2

Planning Commission:

Nine members; Mayoral appointment with Council confirmation; four-year terms; active

1

Thurston Community Television:

One citizen representative; Mayoral appointment; three-year terms; active

Tree Board:

Five to seven members; Mayoral appointment with Council confirmation; three-year terms; active

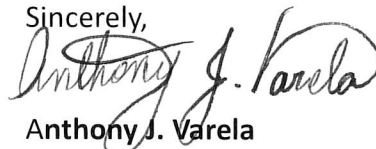
Mayor Sullivan;

When I joined the military 20 years ago, I was excited to be part of an organization that emphasized duty, mission accomplishment, and a desire to be the best through rigorous effort. It is with great excitement that I write to express my interest in the Planning Commission Advisory Board, where my values and vision will be perfectly aligned. As a retiring US Army Major with 20 years of experience in progressively challenging positions, across a wide spectrum of operations, I am confident that I would be a great asset to your team, leveraging my civilian schooling and military training.

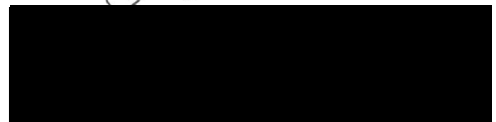
My military career began shortly after graduating High School in North Babylon NY; having enlisted originally in the US Air Force after 9/11. During my time in the Air Force I served in North Carolina, South Korea, Iceland, and finally Florida. While in Florida I applied to, and was accepted, for attendance at the US Army Officer Candidate School, where I received my commission and was assigned to Alaska as my first assignment following my training as a Field Artillery Officer. My Army career has afforded me the opportunity to continue service in Afghanistan, Oklahoma where I instructed, Las Vegas, Saudi Arabia, and finally Washington State. Throughout my career the greatest highlights have been those times where I was able to serve with individuals from allied and partner nations and when I was assigned as an instructor. My greatest passions are teaching others and working on collaborative teams to solve complex problems.

As my family and I transition into retirement from the military, we decided to make Tumwater our home. We plan to live and grow in this community for the foreseeable future. I am eager to seek an opportunity to be part of your team.

Sincerely,

A handwritten signature in black ink that reads "Anthony J. Varela". The signature is fluid and cursive, with the first name "Anthony" being the most prominent.

Anthony J. Varela



ANTHONY J. VARELA

TUMWATER ADVISORY BOARD (PLANNING COMMISSION)

Tumwater, WA · [REDACTED]

Proven Leader with 20 years of progressive responsibility in demanding organizations, focused on process improvement, team development, optimization, forecasting, and strategic planning. Demonstrated aptitude in adopting business tools and systems to enhance performance to achieve strategic objectives. Excellent communicator with a unique ability to work across organizations and influence change in dynamic environments. Thrive in ambiguous, fast-paced settings as a member or leader of high-performance teams.

CORE COMPETENCIES

Operations Management | Cross Functional Collaboration | Integrity | | Program Efficiency Refinement
Strategic Planning | Staff Development | Organizational Empowerment | Exceptional Communicator

PROFESSIONAL EXPERIENCE

OPERATION/ PROGRAM MANAGEMENT US Army

AUG 2020- PRESENT
Tacoma, WA

Accountable for planning Division-level exercises of over 600x personnel in the Indo-Pacific region; focused on allied/ partnered nations and joint agencies from the Department of Defense.

- Designed a single source program management tool adopted by the plans shop that tracked staff planning suspense's across multiple functional areas and management tiers; consolidating the amount of documents that required tracking from over 150-pages to fewer than 3.
- Led the division planning for the execution of the first US-Indian exercise abroad to be conducted in over 13x months, consisting of over 250x personnel and approximately \$8m worth of equipment and resources.

DEPUTY DIRECTOR, SENIOR LEADERSHIP ADVISOR US Army

JUL 2019 – JUL 2020
Riyadh, Saudi Arabia

Accountable for overseeing the development and implementation of military and academic instruction for the Kingdom of Saudi Arabian Ministry of National Guard.

- Guided meetings between Command and Staff personnel, US Contractors, US Office of the Program Manager, and Saudi Arabian General Officers on a recurring basis to facilitate the grand opening of their College.
- Utilized the Experiential Learning Model to establish a professional and self-sustained CSC cadre, fully capable of providing Saudi National Guard students with advanced instruction at their Senior Leaders Program.
- Oversaw the translation of 8,200 pages of translated material and the acquisition of copyrighted and intellectual property for inclusion into the course of instruction; valued at over \$1.7M.

**HEADQUARTERS DIVISION HEAD
US Army**

**JUN 2016 – JUL 2018
Las Vegas, NV**

Accountable for the training and readiness of 35x soldiers and 30x civilians. Oversaw and annual budget of \$250,000 and a property book valued at \$300,000.

- Identified as the “#1 of three Captains” on staff and being in the top 25% of Captains within the brigade.
- Planned and executed the revision of the command and staff process, reducing preparation timeline by 2/3rds.
- Coordinated unique training opportunities for civilian staff preparing for retirement at no cost to the brigade.
- Recognized by leadership as having exceptional counseling and mentoring skills, resulting in the resolution of interpersonal issues among a diverse staff.

**PROGRAM ADMINISTRATOR, LIASION OFFICER
US Army**

**JUN 2015 – JUL 2016
Las Vegas, NV**

Accountable for the training and readiness of 35x soldiers and 30x civilians. Oversaw an annual budget of \$250,000 and a property book valued at \$300,000.

- Recognized as being in the top 10% of rated captains within the Battlefield Coordination Detachment and “top 5% of company grade officers I have senior rated as a MAJ/ LTC”
- Conceptualized the first use of the Virtual PATRIOT system into the exercise, expanding the complexity of the scenario, and establishing a \$1M contract allowing for continued support of this capability.
- Established the support agreement between US Air Force RED FLAG the US Army Space and Missile Defense Command for the funding, integration, and utilization of the Virtual PATRIOT system.

**SENIOR MANAGER, BASIC SKILLS COURSE
US Army Training and Doctrine Command (TRADOC)**

**JAN 2014 – MAY 2015
Lawton, OK**

Led a cadre of 1x Officer, 4x Noncommissioned Officers, and 12x Drill Sergeants as a Basic Combat Training battery commander Accountable for planning, coordinating, and supervising the execution of a nine-week program of instruction for 240 Initial Entry Training Soldiers from Active, Reserve, and National Guard components.

- Achieved a 93% graduation rate across 5x training cycles for over 1,000 Initial Entry Soldiers; surpassing the battalion standard by 3%.
- Entrusted to simultaneously manage two units worth of equipment valued at over \$2M during the transition to the summer mission cycle with zero losses.

**PROGRAM ADMINISTRATOR, JUNIOR OFFICER TRAINING COURSE
US Army Training and Doctrine Command (TRADOC)**

**JUN 2011 – JAN 2014
Lawton, OK**

Coached, trained, and mentored 96 Army, Marine Corps, and international field artillery lieutenants at the US Army Field Artillery Basic Officer Leaders Course

- Recognized as being in the “top 20% of Captains in the Brigade” and recommended for early promotion to Major with resident attendance at the Command and General Staff College.
- Improved the testing Standard Operation Procedures; which served as the baseline for the Battalion in their annual Fires Center of Excellence accreditation for 2013.
- Developed the first Fire Support Handbook to be utilized during the course; which served as a foundational source of reference for new Fire Support Officers upon arrival at their follow-on assignments.

EDUCATION

MASTER'S OF ARTS IN ORGANIZATIONAL MANAGEMENT AND LEADERSHIP w/ Honors <i>Webster University, USA</i>	2014-2016
MASTER'S OF MILITARY ART AND SCIENCE <i>US Army Command and General Staff College, Fort Leavenworth Kansas USA</i>	2018-2019
BACHELOR'S IN POLITICAL SCIENCE w/ Honors <i>American Military University, USA</i>	2010-2012
BACHELOR'S IN BUSINESS ADMINISTRATION <i>Grantham University, USA</i>	2003-2006

AWARDS & RECOGNITION

Bronze Star recipient for Service during Operation Enduring Freedom
Afghanistan 2010 – Combat

Awarded 2x Meritorious Service Medals for outstanding leadership and performance
Las Vegas 2016 – Command, Saudi Arabia 2018 – Foreign Partner Advisor

Selected to attend the US Army Command and General Staff Officer College in a competitive process
Fort Leavenworth, 2018-2019

Recognized as a Distinguished Military Graduate from the Officer Candidate School Commissioning source
Fort Benning, 2007

TECHNICAL SKILLS

Microsoft Office Suite | Microsoft Excel | Microsoft PowerPoint | Microsoft Teams | Microsoft OS | MAC OS