

Contact

www.linkedin.com/in/kathleen-m-16218a8 (LinkedIn)

Top Skills

Federal budgeting
Military Logistics
Managerial Finance

Certifications

National Academy of Public
Administration Fellow

Kathleen M.

Deputy Under Secretary of Defense Comptroller
Falls Church, Virginia, United States

Summary

Respected, experienced senior government executive who brings operational excellence to every organization I lead. Focused, strategic, innovative, and meticulous, I have very capably managed change and challenge across a broad spectrum of functional areas including operations, cyber, logistics, government financial management, medical and ERP implementations – all projects valued in the billions of dollars. I am an outstanding team builder and mentor and have been recognized by two different Presidents with Presidential Rank Awards for my ability to achieve results.

Experience

United States Department of Defense
Deputy Under Secretary of Defense Comptroller
August 2021 - Present (2 years 1 month)
District of Columbia, United States

United States Department of the Army
Administrative Assistant to the Secretary of the Army
November 2018 - August 2021 (2 years 10 months)
Pentagon

The Administrative Assistant is the senior career executive and civilian advisor to the Secretary and leads the Army's support infrastructure for Pentagon operations. I lead three subordinate executives and a staff approximately 1100 people, both military and civilian. Support services provided include: human resources, financial management and budgeting, equal opportunity, facilities management, the Army's publishing directorate, executive travel support, motor pool services, records management (including declassification), freedom of information act support, special programs, the Army's dining facility in the Pentagon, the Institute for Heraldry and, until October, the Center for Military History and the National Museum of the US Army. I also directly oversee on behalf of the Secretary, both the Civilian Aides to the Secretary of the Army and the Civilian Marksmanship Program.

US Army

13 years 7 months

Assistant Deputy Chief of Staff, G-3/5/7

May 2016 - November 2018 (2 years 7 months)

Pentagon, Washington, DC

Civilian Deputy to the Army G-3/5/7 (operations, plans and training) responsible for oversight of information technology, contracting, financial management and organization personnel and structures. Provides oversight to cyber operational policy, strategic direction and innovation.

Assistant Deputy Chief of Staff G-4

June 2010 - May 2016 (6 years)

Pentagon, Washington DC

Advised the Army G-4 (Lieutenant General for Logistics) on all aspects of logistics operations and, as his principal deputy, lead the day-to-day administration (personnel, resources, missions, policy) of the G-4 and the Logistics Innovation Agency. Key operational accomplishments include, publishing the Organic Industrial Base Strategic Plan, improving property accountability across the tactical army, establishing audit support capabilities inside the Logistics Innovation Agency, implementing the GCSS-Army ERP, publishing new and revised logistics policy, and reducing the size and complexity of the logistics information technology portfolio of systems. Exceeded established goals for personnel and resource conservation across all labor categories and throughout our funding profile.

Director and Senior Advisor Army Budget Office

May 2009 - June 2010 (1 year 2 months)

Pentagon, Washington, DC

Developed and implemented resource management strategy, to include the \$225 billion President's Budget for the Department of the Army (FY 2011). Implemented funding and resourcing alternatives to allow the Army to close a \$6B mid-year funding gap and fully prosecute the wars in Iraq and Afghanistan. Oversaw the work of four subordinate SES or General Officers, as well as the staffing and operations of the Army Budget Office. In this position I was responsible for reviewing and approving the Army's justification books for all our appropriations as well as all the Army's budget roll-out materials, a very detailed set of documents.

Director, Operations and Support

March 2006 - May 2009 (3 years 3 months)

Formulated, defended and executed the Army's key operational accounts, Operations and Maintenance, Army and the Military Pay appropriations, in total \$130 billion. Revitalized the budget development for the military pay accounts by changing the leadership, building the skill sets and implementing technology tools. When I came into this position, budget documents were often internally inconsistent and lacked both detail and relevance. I created budget documentation reviews, cross checks, and murder boards which significantly improved the materials that justified the President's Budget.

Director, Business Resources

May 2005 - March 2006 (11 months)

Developed and controlled the \$20B Army Working Capital Fund, the \$56M Foreign Military Sales fund and the \$8B Information Technology Budget. Validating these budget materials required both operational understanding and attention to detail. Because capital was transferred out of the AWCF to support the war effort, I devised and executed a strategy to keep the fund solvent in 2006. Dual-hatted for most of this period as lead executive in other Army Budget positions.

Internal Revenue Service

Acting Dep CFO and Associate CFO

July 2002 - May 2005 (2 years 11 months)

Led the Internal Revenue Service's \$10 billion annual administrative budget and met new Office of Management and Budget deadlines for an accelerated clean financial audit. In these positions, I led a team of several hundred personnel, scattered across three offices in Washington DC and an additional finance office in Beckley, WV and therefore became adept at split based operations. Additionally, as the designated business lead, I revitalized and implemented the Internal Revenue Service's initially troubled SAP-based core accounting system. This accounting system passed GAO audit in the first year of operation.

Education

Cornell University

BS, Resource Economics · (1978 - 1982)

Syracuse University - Martin J. Whitman School of Management

MBA, General Management · (1993 - 1994)

The United States Army War College

MSS, Strategy · (2001 - 2002)

Tioga Central High School

Regents Diploma · (1974 - 1978)

Syracuse University - Martin J. Whitman School of Management

Master of Business Administration - MBA, Federal Finance · (1993 - 1994)