

DAVID W. MUHLESTEIN
2368 Raelyn Way
Layton, UT 84040
(801) 390-8049
davidmuhlestein@Weber.edu

Objective: Continue to enhance my 26-years of broad Finance/Business/Proposals/Contract Management/Project/Program Management experience and in-depth expertise in the management of major defense acquisition programs. Continue developing academically as an Instructor including teaching Weber State University MBA 6750 Financial Aspects of Contract Management since 2016.

Professional Certifications and Memberships:

A.P.M.P. (Proposal Management) (2016) – Association of Proposal Management Professionals
C.P.C.M. (Certified Professional Contracts Manager) (2014) – National Contract Management Association
P.M.P. (Project Management Professional) (2009) – Project Management Institute
E.V.P. (Earned Value Professional) (2008) – AACE International – Co-Founder/President of Utah Section
C.M.A. (Certified Management Accountant) (2008) – Institute of Management Accountants (IMA)
C.F.M. (Certified Financial Manager) (2007) - IMA

Education:

Masters in Accounting, from Weber State University, Layton, UT. est. Dec 2018

Graduate Certificates in: Contracts Management, Aerospace Program Management and *Information Assurance* from Weber State University, Layton, UT. Dec 2015; *est. Apr 2017*

M.B.A. (Accounting emphasis) from Santa Clara University, Santa Clara, CA. Jun 1995

Bachelor's Degree-Finance from Brigham Young University, Provo, UT. Apr 1990

Associate Degree in Engineering/Business from De Anza College, Cupertino, CA. Jun 1987

Professional Experience:

Northrop Grumman Clearfield & HAFB, UT

1/16-Current: Project Manager / Proposal Manager

Project Manager for the Air Force Ground System Sustainment Contract (GSSC) successfully managed or managing GSSC Task Orders including: Data Transfer Unit (DTU), Surge Protection Program (SPP), and Flight Test, Telemetry, and Termination (FT3) Task Orders. Establishes milestones and monitors adherence to master plans and schedules, identifies program problems and obtains solutions, while maintaining customer satisfaction. Ensure cost, schedule, and technical requirements are met. Also, as a Proposal Manager, leads a multi-disciplined team in the preparation of proposals. Manages development and delivery of proposals from initial planning through contract award. Responsible for ensuring all NG processes and procedures are followed and that the resultant proposal is submitted on time and is fully responsive to the RFP. Represents the program as part of the team negotiating with the customer. Provides oversight for the proposal strategy, proposal schedules, requirements decomposition, supporting documentation and the development of estimates.

6/11-12/15 Contract Manager

Contract Management responsibilities for the ICBM Prime Integration Contract (IPIC), the IPIC Partial Bridge Contract, and pursuit of the follow-on FISAC. Managed all aspects of Contract Management both legally and financially, on the ICBM Cryptography Upgrade Program (ICU) and represented Northrop Grumman in all communications with the US Air Force. Program Office Technical Representative (POTR) liaison with NG Teammates – Boeing and Lockheed Martin. Developed strong business acumen, leadership and negotiation skills, as well as demonstrated ability to work proactively within an extremely fluid environment. Demonstrated Team Builder with success in leading and developing cross functional teams.

11/08-5/11 Operations/Project Manager

Project Manager managed program operations for the Environmental Control System (ECS) Replacement Program, part of the IPIC. Provided direct support to the ECS Program Manager for the successful cost, technical, and schedule performance of the Program. Coordinated and was responsible for the integration of the business functions including all activities for Contracts, Subcontracts, Program Control, Scheduling, Data Management, Property Control, Program Planning and Pricing. Led all program operations activities including directing administrative program resources and functions, coordination of contract deliverables, budget management, cost and schedule reporting; risk management, prepared presentation packages for customer reviews, corporate processes (e.g. ISO and CMMI) compliance, and Proposal Management. Delegated program responsibility in the Program Manager's absence. Prepared monthly and periodic reports and presentations to NG Leadership and to the Air Force Customer. Demonstrated excellent interpersonal skills as well as the ability to juggle competing priorities. As the ECS Risk Manager chaired monthly Risk Management Board. Developed a broad skill-set that allows me to interact internally and externally with equal ease and effectiveness while ensuring that the programs move forward on-schedule and within cost.

9/07-10/08 Program Control Manager

Program Control Manager for PRP (\$2.6B ACAT 1), Propulsion, and SERV programs. Reported to the ICBM Prime Integration Contract (IPIC-\$9B) Program Control Director and was responsible for 4 Program Control Analysts. Assisted Program Control Director in IPIC responses to EVMS audits from DCAA and DCMA. Supported Joint Surveillance Reviews and Integrated Baseline Reviews. Helped maintain IPIC EVMS policies and procedures. Conducted internal EVMS process audits to ensure compliance with EVMS requirements. Taught EVMS classes at Weber State University. Experience included ACAT 1 Program EACs, application of rates, and SOX compliance. Working knowledge of SAP, MOCAS, disclosure statements and cost claim guidelines. Demonstrated excellent interpersonal skills as well as the ability to juggle competing priorities. In-depth technical knowledge of Earned Value, EAC's, baseline schedules, and cost & schedule risk management.

2/04-8/07 Program Control Analyst

Responsible for all phases of cost and schedule management, financial analysis and program control activities for the ECS, GMATS and ISMP programs, including EVMS and internal reporting. Experience included financial forecasting, including sales, margin, awards, acquisitions for the annual operating plan, and resolving billing discrepancies and analyzing cancelling funds obligations and expenditures. Working knowledge of the ICBM Finance and Business databases.

Lockheed Martin Eagan-MN, CO Springs, CO & San Jose, CA

11/99-1/04 Lead Staff Cost/Schedule Analyst– Program Control responsibilities for JSF ICP (\$300M). Finance Lead Analyst on the Joint Strike Fighter (JSF) ICP Program (\$300M); acted as JSF Subcontracts Finance POC as well as JSF EVMS POC with LM Aero and provided required Finance SDRLs and SOW submittals, including Weekly EVMS Reporting. Instrumental in ensuring that the LMTS JSF Program Team was prepared for their Integrated Baseline Review (IBR). Lead and Conducted the Sub-Contract IBRs. Developed excellent working relationship with each JSF ICP Sub-Contractor. Supported other Tactical Avionics Program Teams (including F-16 Block 60, Peace Marble V, Block 40 and CRAD) and Saudi Argos, TBMCs, and ABCCC Program Teams toward their annual financial/schedule measurement goals and objectives. Maintained up-to-date Cosmos Planning, SPAs, EACs, Forecasting System for orders-sales-profit & cash, Master Authorization, Through-Put, and Monthly Performance Charts. Monitored respective B&P Expenditures and provided financial support and inputs for various proposal efforts including JSF. Utilized WinSight for F-16 Block 60 Customer Reporting and internal cost/schedule management. Participated in the training of new analysts. Financial Planning and Rate Development experience.

7/95-10/99 Finance Supervisor/Specialist – Staff Financial Analyst– Supervised a staff of up to six Financial Analysts providing extensive guidance, training, and review of all financial tasks related to managing a large program (up to \$48M/Year sales). Improved ROS by almost 50%. Provided leadership in transitioning to a new contract and a new division simultaneously. Performed various Lead Analyst duties including teaching Finance classes. Provided Finance POC for 5 subcontractors. Implemented, enhanced, and administered Cobra Cost Management System. Implemented significant contract financial reporting streamline initiatives which increased Award Fee by 15%.

10/92-6/95 Senior Financial Analyst– Prepared trend analysis for monthly Executive Review. Experience in Rate Development including building indirect rates and managing rates. Developed new rate allocation methodology for Service Center. Prepared, analyzed, consolidated and presented financial results and developing trends to division management. Priced, prepared, and supported fact-finding and helped negotiate proposals. Prepared sales, awards and profit forecasts for monthly executive review. Developed and implemented a new allocation methodology for Service Center rates including acting as a focal point for DCAA audits. Managed costs and funding for commercial and military contracts with strict compliance to CAS, FAR, and C/SCSC. Managed Overhead and Capital budgets.

6/90-9/92 Associate Financial Analyst - Acted as a financial liaison between functional organizations and division management. Prepared budgets and forecasts including resource level reports. Forecasted and monitored contract milestone payments, and prepared billing invoices to customers. Prepared ad-hoc FOCUS reports.

Raychem Corporation Circuit Protection Division, Menlo Park, CA

5/89-9/89 Cost Analyst (Summer Intern) –Assisted Controller in various cost analyses for the Circuit Protection Division. Helped prepare the division annual budget. Conducted inventory of raw material, WIP and finished goods.

Tool Competencies: Microsoft Office expertise including Excel, PowerPoint, Word, Access and MS Project; COBRA, MPM, SAP and Business Warehouse