

RODNEY E. WALKER
8075 Buchanan Street NE APT#2
Spring Lake Park, MN 55432
763.316.9785 C
Walkerrodney58@gmail.com
Veterans Preference: 10 points

KEY STRENGTHS

- Highly decorated Naval Officer with 14 years of military service
- Extensive background in Human Resource roles with track record of results
- Currently hold SECRET SECURITY CLEARANCE demonstrating trustworthiness and integrity in working with confidential information.

WORK EXPERIENCE

Veterans Service Representative (VSR)

11/2016 – 10/2017

Department of Veterans Affairs

Explains benefit programs and entitlement criteria, conducts interviews, identifies issues, gathers relevant evidence, adjudicates claims, and inputs data necessary to generate the award and notification letter to the veteran describing the decision and the reason for it. Specific duties are the following:

- Makes determinations as to eligibility for the type of benefit sought to include questions relating to adequacy of military service, medical evidence, and lay testimony to establish a claim
- Analyzes, develops, and requests required evidence for claims not requiring a rating decision
- Makes determinations relative to VA hospitalization, outpatient treatment institutional or domiciliary care and basic eligibility for vocational rehabilitation
- Reviews case to assure all issues have been addressed and applies and interprets VA laws, including veterans' case law, existing statutes and procedures, precedent rulings and state law in the adjudication process
- Prepares and releases certificates for use by other federal, state, and local agencies
- Prepares and releases correspondence in response to miscellaneous inquiries
- Acts as an advocate for veterans and their beneficiaries in their dealings with other VA elements and organizations that affect their claims
- Utilizes various electronic data processing (EDP) systems for inputting data related to claims adjudication, processing, monitoring, and correspondence preparation.

Sales Specialist

07/2015 – 11/2016

Display Sales

Bloomington, MN

- Develop and implement sales strategies at Display Sales. Factors such as the company's sales policies, set objectives and sales channels that have an effect on the strategies that are developed to meet objectives.
- Maintain a good long-term relationship with customers, sales staff and suppliers, as well as analyze complex, technical product specifications.

Service Representative

06/2014 – 07/2015

Department Of Social Security

St. Paul, MN

- Explained the full range of Social Security benefits and all related programs.
- Made determinations as to eligibility for the type of benefit sought and fully analyzes, develops, and requests required evidence for certain claims requiring a rating decision.
- Decided the necessity for and type of examinations, reexamination or opinions to determine the existence of or to evaluate disabilities resulting from diseases or injuries.
- Reviewed all correspondence to private attorneys; acknowledges and revokes designations for private attorneys. Utilizes various electronic data processing (EDP) systems for inputting data related to claims adjudication, processing, monitoring, and correspondence preparation.
- Provides beneficiaries with information, about eligibility and benefits being paid under retirement, survivors, disability and Medicare insurance programs
- Comprehensive knowledge of the regulations, policies and procedures for the Department of Social Security Administration

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Program Assistance

07/2012 – 06/2014

Fraser

Minneapolis, MN

- Maintains clinical on-call schedule for the service
- Acts as primary administrative contact for the service
- Schedules appointments and coordinates meetings for the service
- Assigns curriculum, records training and verifies that required trainings
- Facilitates communication between the service director and staff within
- Develops and maintains orientation materials for new staff and residents

MILITARY

Unites States Navy – Recruiter (ACTIVE DUTY) Honorable Discharge – 06/2008 – 07/2012

EDUCATION

Associate of Applied Science, Networking Administration
Hennepin Technical College – Brooklyn Park, MN

Human Resource Management, (64 Semester Hours)
University of Maryland

JOB RELATED COURSES COMPLETED

- Human Resource Management for Government
- Research Methods
- Professional Ethics
- Advanced Labor Relations & Employees

ADDITIONAL TRAINING

- Provided direct supervision for 40 operation and maintenance personnel
- Designed and developed training programs to comply with procedures and improve performance and productivity
- Planned, organized and delivered orientation and training for newly enlisted recruits and officer applicants as well as direct reports
- Presented information using variety of instructional techniques and formats including role playing, simulations, team exercises, group discussions
- Microsoft Office Suit

HONORS, AWARDS

5 Navy Achievement Awards
4 Good Conduct Medals Recruiter of the Month - 2011
13 Gold Wreath Awards and Ice Breaker Award - 2009
2 Overseas Service Ribbons
2 Sea Service Ribbon

AFFILIATIONS

Navy Petty Officer Association Member; VFW Post 9625 Member