

Matthew S. Earley

512 Pinon Creek Road · Albuquerque, NM 87123-3941

C: (505) 400-4503 · H: (505) 298-4146 · E-Mail: Matthew_Earley@hotmail.com

Program Manager with IT, Contracting, and Financial Analysis Experience

Bilingual: English and Spanish

New Mexico Real Estate License · Working towards Commercial Investment Member (CCIM) Certification

Education and Training

Masters of Arts: Latin American Studies (Economics / International Management),

University of New Mexico, Albuquerque, NM, 2004;

Bachelor of Science: General Engineering Core Curriculum; Foreign Area Studies Major, Spanish Minor,
United States Air Force Academy, Colorado Springs, CO, 2000

Training: NM Real Estate School, CCIM course 101 – Financial Analysis, Department of Defense (DOD) Basic Information Systems Acquisition Course, DOD Fundamental Systems Acquisition Management Course.

Highlights of Experience

Independent Contractor

2006 to Present

Stonebridge Investment Group and SB Vegas Realty, Albuquerque, NM

Responsibilities include: prospecting for potential real estate investment opportunities; creating and analyzing financial analysis models for investment opportunities; negotiating terms and reviewing purchase agreements; managing architects, engineers and design team to ensure completion of all Due Diligence tasks and municipal entitlements. Assisting in construction management oversight of General Contractor and subcontracts as a project owner representative.

- Returned a 70% profit in 4 months for the investment group by expertly analyzing, negotiating acquiring, and subsequently quickly divesting a three property investment assemblage.
- Doubled the value of a 5-acre parcel of vacant land held by Stonebridge Investment Group, from \$800K to \$1.6M, by directing the acquisition, financial due diligence, government entitlement approval process, and infrastructure design and implementation for the construction of a 65,000 square foot office condo project.
- Increased investment holding net value by 225% through the acquisition of 6 investment deals, along with guiding a land subdivision through both the county and state processes for a land holding in Placitas, NM.
- Added over \$2.8M in value to the net value of four separate investment holdings by successfully working with and overseeing a diverse team of engineers and planners through the design and approval of four development projects.

Land Acquisition Associate

2005 to 2006

KB Home New Mexico, Albuquerque, NM

Responsibilities included: working with management to define the required 1 and 3 year business plan to meet growth goal; finding, acquiring and entitling land to achieve the Division's business plans; assembling, analyzing and synthesizing in-depth pro forma financial analysis models for new acquisition opportunities; as well as monitoring and communicating land development timelines to the Division's management team for the successful opening of new communities.

- Achieved successful grand opening of 3 new communities with on-time delivery of homes by developing a management system to track all key milestone activities to meet the 1 and 3 year business plans projections.
- Helped division achieve projected bottom-line growth by leading team of contractors through the completion of Due Diligence activities for three separate projects, to include: managing survey and plat work, property title reviews, environmental reports, soil reports, and all city entitlement activities required to receive permits to begin construction.
- Created and implemented a new computerized system for tracking and updating the Division's one and three year business plans, reduced update time from two full days to four hours.

Military Experience: US Air Force

Deputy Corporate Information Officer

2004 to 2005

Air Force Research Lab, Kirtland Air Force Base, Albuquerque, NM

Led a 136-person team providing critical data transfer between government, industry, and academia supporting 9,500 personnel, at 14 separate sites; working on \$13.4B in research and development projects. Successfully managed a \$10.5M support and operations budget utilized to ensure the seamless flow of critical data between government, industry and academia partners; through computer network upgrades, maintenance, help desk functions and software development activities designed to meet our clients data support requirements.

Additionally, provided reliable telephone and computer communications support for 1,100+ Air Force and Army personnel while serving as the Communications Flight Commander at Karshi-Khanabad Airfield, Uzbekistan in support of Operation ENDURING FREEDOM,

- Achieved an increase of 10 times the data transfer rates and doubled capacity of network's fail-over pathways by spearheading a redesign, implementation and transfer to a new network architecture.
- Reduced division budget \$800K and enhanced customer support through diligent efforts as a key member of a specially appointed team tasked to streamline the division's organization and operations procedures.
- Awarded Annual Junior Outstanding Leader Award out of 62 candidates, for exemplary duty performance.

Network Operations: Deputy Chief

2002 to 2004

Air Force Research Laboratory, Kirtland Air Force Base, Albuquerque, NM

Led a 46-person team operating and maintaining a \$25M network supporting 1,800+ personnel. Managed a \$5.25M operations budget utilized for ensuring operability of the Research Laboratory's computer floor and site-wide computer network. Additionally, served as Executive Officer to the Base Commander at Ali Al Salem Air Base, Kuwait in support of Operation Iraqi Freedom, coordinating personnel issues with all local area commanders.

- Provided 100% reliable fail-over service for over 1,800 customers after recognizing a critical power distribution deficiency, managed the design and implementation of the \$292K network power grid upgrade.
- Tripled the data capacity for critical scientific research data while providing a 100% increase in data back-up integrity by leading an \$850,000 computer storage area network acquisition and installation project.
- Created first-ever off-base travel tracking system which provided commanders real-time visibility of all off-base personnel, ensuring dissemination of information to safeguard US personnel in the event of hostilities, while serving as Executive Officer to the Base Commander while deployed in support of Operation IRAQI FREEDOM.

Information Systems Flight: Flight Commander

2001 to 2002

4th Communication Squadron, Seymour Johnson Air Force Base, Goldsboro, NC

Operated and maintained \$12M in state-of-the-art network communications equipment including network control center, small computer maintenance, information assurance, and communications security supporting 5,000-person Fighter and 1,000-person Air Refueling Wing while leading a group of 49 personnel. Oversaw a \$78,000 operations budget used to maintain the base's computer network control center.

- Reduced overhead 20% and increased network throughput capability 50% through the oversight of the design and implementation of a \$1.3M computer network enhancement project.
- Increased base communications capabilities 15% by completely redesigning the base's modem network.
- Doubled computing capabilities and saved \$135K by devising and implementing computer upgrade project.

Mission Systems Flight: Deputy Flight Commander

2000 to 2001

4th Communication Squadron, Seymour Johnson Air Force Base, Goldsboro, NC

Led a 46-person team overseeing air traffic control and landing systems worth \$18M supporting 5,000-person Fighter Wing and 1,000-person Air Refueling Wing while managing a \$58,000 operations budget used to maintain the base's air traffic control radar and radio communications systems. Managed \$3M project comprised of replacing analog air traffic control terminal voice system with new digital system.

- Decreased critical air traffic control and landing systems controls part turnaround time from 2 weeks to 3 days after leading a complete redesign of the order supply process.