



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3280 RUSSELL ROAD
QUANTICO, VIRGINIA 22134-5103

1331
MM
30 Dec 11

SECOND ENDORSEMENT on GySgt AA Form 1331 of 28 Dec 11

From: Director, Manpower Management Division
To: Commandant of the Marine Corps (MMEA-85)

Subj: APPLICATION FOR CY-13 CONGRESSIONAL FELLOWSHIP PROGRAM

1. Gunnery _____ has my strongest endorsement for selection to the Congressional Fellowship Program. He is a proven and exceptionally talented SNCO who has fully demonstrated dedication to mission accomplishment, maturity, strong leadership, and the exceptional discipline necessary to represent the Marine Corps to members of Congress.

2. He has an outstanding record/career to date, to include exceptional combat tours recently highlighted with the awarding of the Silver Star for Heroism in combat. Gunnery Sergeant _____ is a natural leader, very charismatic and maintains a high level of physical fitness and personal appearance in and out of uniform.

3. He is truly an outstanding Staff non-commissioned officer and leader with a proven track record of superior performance while balancing the demands of a happy family with a Marine Corps career. Gunnery Sergeant _____ clearly demonstrates all the traits we expect of a skilled and dedicated leader. His ability and energy are boundless and I offer my enthusiastic endorsement for his selection to the Congressional Fellowship Program.

4. The point of contact regarding this matter is Captain _____ at (703) _____.

(Removed by
OLA
CG Endorsement)



UNITED STATES MARINE CORPS
HEADQUARTERS UNITED STATES MARINE CORPS
3280 RUSSELL ROAD
QUANTICO, VIRGINIA 22134-5103

IN REPLY REFER TO:
1331
MMEA
29 Dec 11

FIRST ENDORSEMENT on GySgt _____ s AA Form 1331 of 28 Dec 11

From: Head, Enlisted Assignment Branch (MMEA)
To: Commandant of the Marine Corps (MMEA-85)
Via: Director, Manpower Management Division

Subj: APPLICATION FOR CY-13 CONGRESSIONAL FELLOWSHIP PROGRAM

1. Gunnery Sergeant _____ has my most enthusiastic recommendation for selection to the Congressional Fellowship Program.
2. Gunnery Sergeant _____ s Reporting Senior has very accurately highlighted the tremendous character, maturity, and vast talents of this exceptional Staff Non-commissioned Officer. I would simply echo those sentiments and add that throughout his service at the Enlisted Assignments Branch, Gunnery Sergeant _____: has served as a shining example of absolute professionalism and selfless service to all with whom he has served. He truly epitomizes the humble, servant leader and subordinates, peers and seniors alike are naturally inspired by serving with him. He naturally combines an unassuming personal demeanor with a tenacious pursuit of mission accomplishment in whatever task assigned. More importantly, I can think of no finer model of humility and positive leadership to hundreds of newly minted infantry officers than Gunnery Sergeant _____. His unique life experiences provide him keen insights into overcoming personal, professional and administrative obstacles that very few in our Corps can match.
3. I can think of no finer Marine to represent our Corps to members of Congress than Gunnery Sergeant _____. His proven leadership abilities and superb interpersonal skills mark him as exactly the type of Marine required to assist members in crafting legislation while continually highlighting all that is good about their Marine Corps.
4. Point of contact at this command is Captain _____ at (703) 784-____.

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OLA

ADMINISTRATIVE ACTION (5216)

NAVMC 10274 (REV. 3-93) (EF)

Previous editions will be used

SN: 0109-LF-063-3200 U/I: PADS OF 100

1. ACTION NO. MMEA-1	2. SSIC/FILE NO. 1331
3. DATE 2011 12 27	

4. FROM (Grade, Name, SSN, MOS, or CO, Pers. O., etc.) GySgt _____ XXX-XX-7/ -- USMC	5. ORGANIZATION AND STATION (Complete address) Headquarters Marine Corps Manpower Management Enlisted Assignments 3280 Russell Road Quantico, Virginia 22134-5103
6. VIA (As required) (1) Head, Manpower Management Enlisted Assignments (2) Director Manpower & Reserve Affairs (3) CG M&RA	

7. Commandant of the Marine Corps Headquarters Marine Corps TO: 3280 Russell Road Quantico, Virginia 22134-5103	8. NATURE OF ACTION/SUBJECT APPLICATION FOR CY13 CONGRESSIONAL FELLOWSHIP PROGRAM
	9. COPY TO (As required)

10. REFERENCE OR AUTHORITY (if applicable) MarAdmin 572/11	11. ENCLOSURES (if any) (1) Resume (2) Statement of Application (3) Reporting Senior Assessment (4) Promotion Photo (5) Privacy Act Statement
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12. SUPPLEMENTAL INFORMATION (Reduce to minimum wording - type name of originator and sign 3 lines below text)

1. Per the Reference, the following information is provided:

- a. Name/SSN: _____
- b. Rank/Grade: GySgt/ E-7
- c. Current Position/Title: _____
- d. Work Address: Headquarters Marine Corps
Manpower Management Enlisted Assignments
3280 Russell Road
Quantico, VA. 22134-5103
- e. Work Telephone/ Email Address: _____@ic.mil
- f. Home Address: _____
- g. Home Telephone number: _____

2. If selected, I agree to remain on active duty for a minimum of three years after completion of my fellowship. I agree not to tender resignation or request separation or retirement while participating in the program. I further understand that this obligation is to run concurrently with any obligation previously incurred.

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by
OLA*

13. PROCESSING ACTION. (Complete processing action in item 12 or on reverse. Endorse by rubber stamp where practicable.)

PRIVACY ACT STATEMENT
The Privacy Act Statement for information on this form is contained on NAVMC form 11000, Privacy Act Statement for Marine Corps Personnel and Pay Records.

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Reset Form

Resume for Gunnery Sergeant

Current Assignment:

Civilian Education:

1. Ingraham High School
2. Central Texas College (Associates)

Military Education: PME Complete for Rank? Yes

1. Recruit Training-1998
2. Infantry Rifleman-1999
3. Basic Scout Swimmer-1999&2001
4. Military Operations in Urban Terrain Instructor-2004
5. Marine Combat Water Survival Instructor-2004
6. Basic Instructors Course-2004
7. Marine Combat Instructor-2004
8. Marine Corps Martial Arts Instructor (Brown)-2004
9. Sgt Non-Resident-2005
10. Small Arms Weapons Instructor-2005
11. Designated Marksman Instructor-2005
12. Primary Marksmanship Instructor-2005
13. High Risk Personnel-2005
14. Small Arms Weapons Expert-2005
15. SNCO 8100-2005
16. Sergeants Course-2006
17. SNCO Advanced Non-Resident-2008
18. SOI Infantry Unit Leaders Course-2009
19. SNCO Advanced Course-2011

Billets/ Deployments:

1. Infantryman 1st BN 4th Marines (13th MEU)-2000
 - USGET (East Timor)
 - SOUTHERN WATCH (Kuwait)
 - EAGER MACE (Kuwait)
 - EASTERN MAVERICK (Qatar)
 - SEA SOLDIER (Oman)
2. Team Leader 1st BN 4th Marines, 5th FLEET (15th MEU) 2001-2002
 - ENDURING FREEDOM
 - ANACONDA (Afghanistan)
 - Combat
3. Team Leader/Squad Leader (11th MEU)-2003
 - IRAQI FREEDOM (Iraq)

- Combat Tour
- 4. Marine Combat Instructor, School of Infantry (West) 2004-2007
- 5. Platoon Sergeant/Company Gunnery Sergeant 2008-2009
 - India Company 1st Platoon 3rd BN 7th Marines
 - OIF (Iraq)
 - Combat Tour
- 6. Platoon Sergeant/ Platoon Commander 2009- 2010
 - OEF 1-0
 - Combat Tour
- 7. 0311 "Infantry" Monitor, MMEA-82, HQMC

Foreign Language: None.

Hobbies: Virginia Youth Sports Coach, Fishing, Camping, Shooting, Snowboarding, All Sports, Spending time with my family.

Personal Decorations:

Silver Star
 Navy and Marine Corps Commendation Medal
 Navy and Marine Corps Achievement Medal (with combat "V" and gold star for second Award)
 Combat Action Ribbon (2nd Award)
 Presidential Unit Citation-Navy
 Joint Meritorious Unit Award
 Navy Unit Commendation
 Navy Meritorious Unit Commendation (2nd Award)
 Marine Corps Good Conduct Medal (3rd Award)
 Expeditionary Medal-Marine Corps
 National Defense Service Medal
 Armed Forces Expeditionary Medal
 Afghanistan Campaign Medal (2nd Award)
 Iraq Campaign Medal (3rd Award)
 Global War on Terrorism Expeditionary Medal
 Global War on Terrorism Service Medal
 Humanitarian Service Medal
 Sea Service Deployment Ribbon (5th Award)
 Nato Medal-ISAF Afghanistan
 John Basilone Award for USMC 2011
 Certificate of Commendation
 Certificate of Appreciation



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IN REPLY REFER TO:
1331
MMEA
28 Dec 2011

FROM: Gunnery Sergeant _____
To: Office of Legislative Affairs
Via: (1) Head, Enlisted Assignments Branch (MMEA)
(2) Director, Manpower Management Division
(3) Commanding General, Manpower Management Affairs

Subj: PERSONAL STATEMENT FOR THE CONGRESSIONAL FELLOWSHIP PROGRAM

1. The following statement has been written for the members of the selection board that will be reviewing my application for the Congressional Fellowship Program.
in the United States Marine Corps,

2.

3.

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OLA

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by
DLA

Signature



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3280 RUSSELL ROAD
QUANTICO, VIRGINIA 22134-5103

IN REPLY REFER TO:

1050
MMEA
30 Dec 11

From: Captain XXX XX /0302 USMC
To: President of the CY13 Congressional Fellowship Program
Selection Board

Subj: REPORTING SENIOR ASSESSMENT OF QUALIFICATIONS

Ref: (a) MARADMIN 572/11

1. Gunnery Sergeant has my most enthusiastic recommendation for selection to the Congressional Fellowship Program.

2. Gunnery Sergeant possesses the skills and potential in becoming a quick study to an environment that is foreign to all and produce results. There is no challenge, proven by his combat record, that he will not succeed in. He was recognized last year as the most effective and courageous Platoon Sergeant in the United States Marine Corps and was awarded the Silver Star for actions while serving as an Infantry Platoon Commander with Third Battalion, Seventh Marines. These awards exemplify Gunnery Sergeant's capability, drive and focus to produce superior results (and much more).

3. Gunnery Sergeant is a warrior in every sense of the word and I could not recommend a more well-rounded Marine for this opportunity. Subordinates, peers and superiors rely heavily upon his counsel regarding all issues involving the development and growth of the Marine Corps. His ability to serve in the legislative branch as a spokesperson for the United States Marine Corps would only benefit this Organization for the challenges that reside ahead. I strongly recommend Gunnery Sergeant for this opportunity to serve as a member of the Congressional Fellowship Program.

Exp/USMC