

Christopher D Rissmiller

Christopher.Rissmiller@temple.edu

501 W Hortter St Apt D1 | Philadelphia | PA | 19119 | tel: 570.801.3531

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: August 2015
Major: Accounting and Legal Studies / Total expected credits: 150
GPA: 3.79 | Dean's List, Spring 2013, Summer I & II 2013, Spring 2014,
& Summer II 2014 |

LEHIGH CARBON COMMUNITY COLLEGE, Schnecksville, PA
Major: Business Administration, Attended: Spring 2012 - Fall 2012
GPA: 3.74 | Dean's List, Spring 2012 & Summer 2012 |

AWARDS: 130th Chemical Company Soldier of the Year, 2009
Recipient, Honorary First Defender Award, 2009
Recipient, Four Army Achievement Medals, 2009-2010
Recipient, Army Commendation Medal, 2010
Recipient, Temple University Scholarship, 2013
Recipient, Department of Veterans Affairs "Making A Difference" Award, 2013

EXPERIENCE: DEPARTMENT OF VETERANS AFFAIRS, Philadelphia, PA May 2012 - Present
Claims Assistant, Veterans Benefits Administration, Pension Management Center

- Provide support to veterans, spouses, and their representatives for pension claims.
- Process a minimum of 100 claims per day requiring the determination of claim disposition and establishment of control action.
- Perform data entry with expectation of complete accuracy with no supervision.

UNITED STATES ARMY, Boston, MA June 2010 - June 2011
Training and Operations Non-Commissioned Officer, 401st Chemical Company

- Supervised 100 soldiers completion of mandatory training, professional education, weapons qualification, physical fitness test, and other essential tasks
- Conducted research to develop company training plans, training schedules and training standards using appropriate regulations, field manuals, technical manuals, and higher headquarters written guidance.
- Coordinated logistics for training events to include reserving training areas, lodging, meals, transportation and ammunition.

UNITED STATES ARMY, Bethlehem, PA June 2008 - June 2010
Detachment Non-Commissioned Officer, 130th Chemical Company

- Performed duties as squad leader and assistant platoon sergeant of 30 soldiers.
- Instructed soldiers on mission essential tasks, updated soldiers' records, completed performance reviews, scheduled soldiers for necessary military schools, and ensured soldiers completed various mandatory training requirements.
- Managed \$11 million worth of equipment and inventory.

SKILLS: Microsoft Word, Excel, PowerPoint, Access and Outlook.