

# TIMOTHY C. ALEXANDER

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## LAW ENFORCEMENT EXECUTIVE MANAGEMENT PROFILE

Over 12 Years of Executive, Leadership, and Management Experience Combined with Extensive Educational Background in Business Management

Track Record of Success in Meeting Diverse Set of Goals Across Multiple Functional Areas, including Operations, Human Resources, Finance, Administration, Technology, and Service

Results-proven executive with advanced skills in planning and managing large-scale, complex operations. Visionary leader who champions a strategic, innovative approach to operations growth and expansion, including change management principles, technology solutions, and interdisciplinary team building. Motivational coach and mentor; key liaison and point-of-contact for escalated issues; exceptional relationship development skills. Able to provide rapid analyses of complicated situations and most appropriate solutions.

### Key Value-Offered Qualifications

- Employee Recruiting, Hiring, Staffing & Scheduling
- Senior Executive Communications/Relationships
- Policies/Procedures Design & Implementation
- Budget Planning, Development & Administration
- Project Lifecycle Management & Coordination
- Strategic Partnership & Alliance Building
- Organizational Mission & Vision Development
- Turnaround Operations Leadership
- New Technology Selection & Implementation
- Staff Training, Mentoring, Coaching & Evaluation

*EMBA Candidate; B.S. Degree, Summa Cum Laude Graduate; Pending Global Manager Certification  
Awards: Outstanding Contribution to Profession, Outstanding Professionalism, Merit, Citations for Bravery*

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## PROFESSIONAL HIGHLIGHTS

### **ATLANTIC COUNTY PROSECUTOR'S OFFICE, Mays Landing, NJ, 1990-Present**

*Prosecutor's office responsible for the Atlantic City region involving large number of tourists (34 million-plus visitors annually) and unique criminal justice services.*

### **Executive Management (Lieutenant/Commander), 2001-Present**

Promoted to oversee multiple functions and activities within large-scale operational unit, supervising teams of county investigators and municipal detectives. Plan and administer budgets in support of operations, allocating distribution of funds and managing complex financial analysis/reporting. Hire, schedule, train, and mentor team members in investigative and administrative processes. Direct investigations of crimes against persons and property in violations of laws for the State of New Jersey.

### Selected Achievements & Contributions:

Earned recognition for engineering 180-degree turnaround of under-performing business unit; redesigned core mission for several units to create high-functioning, top-performing section. Personally received awards and honors for level of performance and professionalism within highly challenging environment.

*(Continued)*

~~Home: 267-19-11000 / Cell: 267-29-0000 / Email: Timothy.C.Alexander@egm.com~~

*PROFESSIONAL HIGHLIGHTS, CONTINUED*

- Improved morale and productivity by 30% over 2-year period, generating subsequent increase in clearance rate for cases received.
- Developed, analyzed, and implemented new software system for tracking criminal activity, creating Standard Operating Procedures for use of software. Improved criminal detection/processing as a result.
- Strengthened capabilities of team members through evaluation of personnel needs and development of responsive training programs. Optimized team performance through staffing and scheduling decisions.
- Maintained consistent record of meeting quotas and deadlines, managing multiple tasks and responsibilities effectively in fast-paced, complex environments.

**Mid-Level Management (Operations Officer/Sergeant), 1998-2001**

Supervised and guided teams of up to 12 criminal investigators involved in the investigation of narcotics violators and street gangs. Served as key point of contact for escalated issues and concerns. Provided status reports to upper management and relevant regulatory agencies. Conducted training for both experienced and newer team members to ensure knowledge and capabilities. Planned and executed various programs to meet immediate and long-term organizational goals.

Selected Achievements & Contributions:

Fostered excellent relationships with municipal, state, and federal personnel in conducting successful drug interdiction programs based on state and U.S. laws/objectives.

- Planned and implemented series of successful projects and cooperative assignments among various agencies, leading joint efforts on behalf of the government for investigations and community initiatives.
- Earned recognition organization-wide as top grant writer, with successes totaling over \$1.2 million. Received awards for performance and professionalism.

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**EDUCATION & CREDENTIALS**

**Executive Masters of Business Administration Candidate**

DREXEL UNIVERSITY- LeBow College of Business, Philadelphia, PA; Expected Graduation: 6/08

**Bachelor of Science, Honors Graduate**

DREXEL UNIVERSITY- Goodwin College of Professional Studies, Philadelphia, PA, 2006

**Certifications**

Global Manager Certification, Wharton School of Business (pending)

**Selected Training**

Narcotic Commander Leadership Program: U.S. Department of Justice/Drug Enforcement Administration ■  
Command and Leadership Training: N.J. Police Chiefs Association/Military Academy at West Point/Fairleigh-  
Dickinson University ■ Criminal Investigator & Police Officer Training, Police Training Commission