



August 23, 2020

Nevada Commission on Nuclear Projects  
c/o Agency for Nuclear Projects  
1761 E. College Parkway, ste. 118  
Carson City, NV 89706

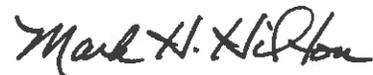
Attn: Shawnee J. Newkirk,

I have the wide ranging administrative and financial background along with the broad scope management experience in a large organization that is necessary for the Executive Director position. Plus, I also have some unique qualifications that you may find attractive as you begin to consider the process of filling this vacancy.

I retired as the Deputy Director of a small operational unit of the Department of Homeland Security in 2011. This past year, I completed my Non-Disclosure agreement and became free of any government entanglements or restrictions. Secondly, I have 27 years of experience as an Adjunct Professor of Business, Marketing and Finance at the Northern Virginia Community College. As such I will be able to bring a fresh perspective to any Commission deliberations. Lastly, I also have decades of overseas experience for the US Government, so, I will be able to offer an informed and knowledgeable opinion on international Nuclear issues and operations, as well as insight to foreign and domestic decision making systems.

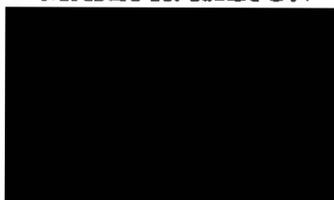
I have included a brief resume of my experience and skills, so that I might have my name placed into consideration for the vacant Executive Director position. Should my background be of interest to you, I would be happy to answer any questions that you may have.

Sincerely,



Mark H. Hilton

**MARK H. HILTON**



**BOARD EXPERIENCE:**

2014 - 2016            Combat Helicopter Pilots' Association - Board of Directors  
2013 - 2016            Veteran's Memorial Advisory Group - Board of Directors

**EMPLOYMENT:**

2019 - Present        **Nevada Free Tax Coalition** - Volunteer Tax Preparer

After IRS training and certification and under the authority of the State of Nevada, I prepared Tax Year 2019 returns for low-income, disabled and elderly Nevada residents.

**Department of Homeland Security**

2007 – 2011        **National Protection & Programs Directorate** - Deputy Director  
Through subordinate staff, managed day to day operations and business support functions for a \$2 billion Federal organization responsible for critical infrastructure protection, cybersecurity, Federal facility protection, and biometric identity missions. Aligned the Directorate's resources for the achievement of the Directorate's mission and tasks.

2005 – 2007        **Transportation Security Administration**  
Office of the Special Counselor – Chief of Staff  
Managed a diverse team of full time employees and consultants in a broad range of national preparedness initiatives. Responsible for the essential operations, activities and services of the office mission.

2003 – 2005        **Bureau of Immigration and Customs Enforcement**  
Division of Investigative Services - Chief Strategic Planner  
Provided the direction and continuity for administrative operations and served as a technical advisor to organization management on various strategic matters.

1993 – 2003

**Department of the Treasury – US Customs Service**

Cyber Crimes Center – Chief Administrative Officer

Office of International Affairs – Sr. Program Analyst  
Responsible for the programmatic support to eleven foreign programs.

Office of the Comptroller and CFO - Program Analysis Officer  
Responsible for the formulation, analysis, evaluation and execution of a \$1.3 billion budget.

1982 - 2011

**Northern Virginia Community College** - Adjunct Professor

Taught undergraduate level courses in Finance, International Finance, Securities, Business, International Business, Marketing and International Marketing, Management, Organizational Behavior and Human Resources.

1976 - 1980

**House of Delegates, Virginia General Assembly** - Legislative Aide

During the active sessions at the Capitol and during the Legislative year at the District Office, I supervised one jr. Aide and a secretary in the daily office operations: answered constituent letters, wrote draft policy briefing papers for the Delegate and then attended bill hearings and mark ups. Presented research findings to committee working groups. Represented the Delegate at meetings and gatherings. Regularly met with Caucus staff, the Governor's office staff, reporters, school groups, Lobbyists, US Senate and Congressional staffs and constituents.

**MILITARY:**

1969 - 1973

**CHIEF WARRANT OFFICER (CW2), US ARMY**

Helicopter Pilot in many duty assignments. One year in Viet Nam. Served as chief pilot for the Night Vision Laboratories Test Group.

**EDUCATION:**

Doctor of Arts (DA)  
George Mason University (A.B.D.)  
Master of Public Administration (MPA)  
The American University 1981  
Bachelor of Science of Foreign Service (BSFS)  
Georgetown University 1977

**LANGUAGES:**

French, Russian, some Arabic