

STEPHEN J. SWEENEY

4211 Avent Ferry Road Apt 2, Raleigh, NC 27606
248-924-5820 • Sweeneystephen112@gmail.com • [linkedin.com/in/sweeneystephen1](https://www.linkedin.com/in/sweeneystephen1)

Professional Skills Profile

- Accomplished environmental planner for a large Federal Agency ensuring compliance with applicable regulations including but not limited to NEPA, CWA, CAA, and RCRA.
- Regularly prepared NEPA documentation such as Categorical Exclusions and Records of Environmental Consideration.
- Received formal education in preparation of Environmental Impact Statements and Environmental Assessments through Graduate Certificate in NEPA from American Public University.
- Represented TSA in interagency Environmental and Historic Preservation Planning Meetings. Coordinated with regulatory agencies and other branches of DHS including CISA, CBP, USCG, ICE, FEMA, and S&T.
- Strong track record of delivering multiple projects on schedule to clients and providing excellent customer service.
- Demonstrated experience working in a telework/mobile work environment.
- Experience conducting ISO14001 audits at TSA Facilities.
- Expert in MS Word, Excel, PowerPoint, Project, Piktochart, Adobe Suite, Sharepoint and OneDrive.

Education

American Public University-Charles Town, WV

Graduate Certificate in the National Environmental Policy Act (Awarded Nov, 2020)

American University-School of Public Affairs, Washington, D.C

Master of Public Policy (Awarded Dec, 2016)

Certificate of Public Financial Management (Awarded Dec, 2016)

Practicum: Developed custom ArcGIS maps and supporting documents of superfund sites at risk of flooding across the United States due to climate change induced sea level rise. Research was coordinated with and presented to U.S. Government Accountability Office and NASA officials.

Michigan State University-College of Agricultural and Natural Resources, East Lansing, MI

Bachelor of Science, Environmental Studies and Agriscience (Awarded May, 2014)

Professional Experience

Resource Management Concepts, 12/2017-7/31/2020

R&K Enterprise Solutions, Inc, 8/2020- Present

Environmental Scientist

- Implemented environmental and sustainability projects such as waste minimization, conservation initiatives, event planning and environmental reporting for TSA.
- Developed environmental documentation, sustainability plans, technical reports, and guidance were provided to client in compliance with TSA policies and management directives.
- Prepared NEPA documents including Categorical Exclusions and Records of Environmental Consideration, ensured all TSA projects across 400+ facilities remained in compliance with NEPA.
- Tracked progress of environmental documentation and requirements until completion and ensured administration records were up to date.
- Represented TSA in Interagency Environmental and Historic Preservation Planning Meetings. Coordinated with regulatory agencies and other branches of DHS including CBP, USCG, ICE, FEMA, and S&T.
- Prepared TSA's annual Greenhouse Gas Report and Operational Sustainability Performance Plan Report
- Managed an annual awards program for 400+ TSA facilities.
- Provided guidance and comments on behalf of TSA on new regulations and Executive Orders.
- Responsible for updating strategic short and long-term plans for OSHE division.

United States Environmental Protection Agency, 1/2017 – 8/2017

ORISE Fellow, Office of the Administrator/Office of Policy

- Represented the Office of Policy to ensure successful publication of regulations in the U.S. Federal Register.
- Identified, summarized, tracked and briefed senior officials on complex federal regulations involving air and water quality, pesticides, manufacturing, hazardous waste, and chemicals.
- Developed processes for updating policy databases on rules and regulations.
- Assisted senior staff updating EPA's public ArcGIS tools and website using Drupal.
- Performed public comment analysis of proposed EPA regulations

United States Environmental Protection Agency (EPA), 6/2016 – 12/2016

Student Trainee, Office of Air and Radiation Environmental Protection, GS-04

- Developed white paper on Near Zero Technology use in Heavy Duty Vehicles, summarized state of the art technology, regulatory patterns across electricity markets and market drivers of electric vehicle technology.
- Prepared policy briefs, white papers and other documents under the supervision of senior staff
- Conducted research interviews with EPA staff, the public, and private organizations.

Pisces Foundation, Washington, D.C. William K. Reilly Fellow, 9/2015 – 5/2016

- Developed reports, performed analyses, and conducted research to support strategic water plan implementation.
- Analyzed grant reports and proposals totaling over \$1.5 million to address water plan initiatives.
- Evaluated financial and budgetary documentation of grantees for discrepancies and financial health.
- Planned 10-20 meetings per week and recorded minutes for water program director.

Federal Energy Regulatory Commission, Washington, D.C. 3/2015 – 8/2015

Student Trainee, (Administrative Support, GS-04)

- Provided administrative support to the Office of the Chairman.
- Created memos and reports using Excel and Adobe.
- Utilized professional oral communication with members of the press, Congress, and industry leaders.

Michigan Department of Environmental Quality, Lansing, MI 5/2014 – 8/2014

Intern, Office of Environmental Assistance

- Spearheaded marketing and outreach techniques in support of over 200 DEQ partners and stakeholders
- Prepared summaries and surveys for DEQ employees on environmental education.
- Analyzed and presented proposed climate change mitigation policies to senior DEQ employees.
- Worked with GIS technology to provide data for a tree mapping index.

Community and Campus Service

- Michigan State University Competitive Ballroom Dance Team Captain (3 years).
- Student Facilitator at American University's 2016 Concordia Partnership Forum.
- Volunteer with Washington D.C. Michigan State Alumni Association.
- Master of Ceremonies of MSU's College of Agriculture and Natural Resources Honors Banquet