

## **Ms. Tina Ballard**

### **Deputy Assistant Secretary for Policy and Procurement**



Ms. Ballard is the Deputy Assistant Secretary of the Army (Policy and Procurement). She directly supports the Army Acquisition Executive and the Assistant Secretary of the Army (Acquisition, Logistics and Technology), serving as the Army's principal acquisition and procurement policy authority for all Army acquisition programs. She is responsible for the management and execution of the Army's contracting function. This includes the oversight of contracting operations, which encompasses the organizations, resources, policies, and procedures addressing the management and execution of Army contracting worldwide. She is the Functional Chief's Representative for the Army Contracting and Acquisition Career Program. As such, she is responsible for the recruitment, training, education, and professional development of the contracting professionals who are part of the Army's acquisition workforce. She is also assigned responsibility for the Army's industrial base policy.

Prior to her current appointment as the Deputy Assistant Secretary, Ms. Ballard served as the Director of Combat Support Operations and the Deputy Executive Director of Contract Management Operations in the Defense Contract Management Agency. In these positions her responsibilities included agency policy to accomplish contingency contract administration services in multiple theatres of military operations, supplier risk management, quality assurance and engineering support, delivery management, pricing/modification actions, business and financial systems, payment and financial management, contract closeout and industrial base analysis.

Ms. Ballard joined the federal service as a Stay-in-School and continued her service as a college Cooperative (Co-op) Education student. Upon graduation, she accepted a Contract Specialist position at the Aeronautical Systems Division, Wright-Patterson Air Force Base. The Air Force designated Ms. Ballard a Procuring Contracting Officer and later transferred her to the Air Force Plant Representative Office, Boeing Military Airplanes, Wichita, Kansas where she was the Principal Administrative Contracting Officer and the Director of Contract Operations. In 1994, she became the Director of Pacific/Caribbean Contract Operations in DCMA International. In this position she was responsible for more than 200 personnel located in six countries. Ms. Ballard served as a liaison to the Air Force Materiel Command for four years. In January 1999, she accepted an assignment in the Office of the Secretary of Defense where she led several projects for the Deputy Secretary of Defense.

Ms. Ballard received her Bachelor of Arts Degree in English (1980), a Master of Science Degree in Management (1989), and a Master of Science Degree in National Resource Strategy (2001). She has completed the Industrial College of the Armed Forces Senior Acquisition Course and Leadership for a Democratic Society at the Federal Executive Institute.

Ms. Ballard has received the Office of the Secretary of Defense Award for Excellence, two DLA Meritorious Civilian Service Awards and she was named the Federal Executive Association Unsung Heroine.