

## Charles A. Gardner

518-481-6405  
518-651-5190

577 Porter Road  
Malone, NY 12953

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### QUALIFICATION HIGHLIGHTS

- Self-directed and dedicated employee with an exemplary record of work performance and attendance
- Consistently meet deadlines and objectives
- Possess strong organizational and leadership skills
- Courteous and effective communicator with proven ability to work with diverse populations of people

### PROFESSIONAL EXPERIENCE

- 2011-2013 **Regional Training Lieutenant** - Appointed to this position by Director of Training from the NYSDOCCS Training Academy, Albany, NY.  
I acted as liaison between the Albany Training Academy and twelve northern correctional facilities. I was responsible for overseeing training of 6,000 civilian and security staff members and instituted the first trainings to be held in northern New York on the topics of methamphetamine labs, suboxone, heroin and bath salts. I also became a General Topics Instructor for the Department of Corrections and Community Supervision.
- 2008-2011 **Correction Lieutenant** - NYS Department of Corrections and Community Supervision  
My employment as a Correction Lieutenant includes working at Edgecombe Correctional Facility, Bedford Hills Correctional Facility, Great Meadow Correctional Facility and Franklin Correctional Facility. I have experience working in many positions including Tour 1, 2 and 3 Watch Commander, Staffing Lieutenant, Compound Lieutenant and Tier Hearing Lieutenant.
- 1999-2008 **Correction Sergeant** - NYS Department of Corrections  
My Correction Sergeant tenure includes working at Taconic Correctional Facility, Upstate Correctional Facility and Franklin Correctional Facility. The majority of this time I worked at Franklin Correctional Facility as a Vacation Relief Correction Sergeant. Other sergeant duties included Tour 1, 2 and 3 Assistant Watch Commander, supervising staff and conducting tier hearings.
- I was a Supervisor on the Upstate Corrections Emergency Response Team (CERT) receiving specialized training in many areas including firearms, chemical agent deployment and unarmed defense tactics.
  - I served as the Quartermaster at Franklin Correctional Facility. My responsibilities required ordering and distributing uniforms to security staff. Quarterly and annual inventories were always completed with precise accuracy.

- 1988-1999**     **Correction Officer - NYS Department of Corrections**  
 I began my career at Sing Sing Correctional Facility. I was also employed at Fishkill Correctional Facility, Ogdensburg Correctional Facility and Franklin Correctional Facility. While employed as a Correction Officer at these four facilities I worked in nearly every position including transportation, outside hospital duty, law library, mess hall, recreation, housing, population control, and package room.
- I was a member of the Franklin Correctional Facility Fire Brigade on Tour 3. In this position I conducted monthly fire drills and completed injury reports for staff and inmate population on an as needed basis.
- 1981-1988**     **Plant Manager - Gardner Ice Company, Malone, NY 12953**  
 In my role of Plant Manager I supervised twenty-five employees. My responsibilities included the daily operation of ice manufacturing, storage and distribution to retail customers in northern New York, Vermont and Canada.
- 1980-1981**     **Police Officer - Malone Village Police Department, Malone, NY 12953**  
 During this brief time I performed the duties of Police Officer for the Village of Malone. A family tragedy required my resignation from this position to return to the family ice business.
- 1990-2011**     **Owner/Manager - G&J Fire Extinguishers, Inc., Malone, NY 12953**  
 Owner and Manager of Fire Extinguisher Sales and Service Business specializing in maintenance and installation of fire protection equipment in northern New York and Vermont. Responsible for daily fiscal operations, supervision of employees as well as company liaison to 3000 customers.
- Provided inservice training on fire and safety procedures to private businesses, organizations and educational institutions.
  - Vast knowledge of OSHA, DOH, DOT and NFPA requirements as well as Building Codes pertaining to the fire and safety industry.

## EDUCATION

- 1979**     **SUNY Potsdam, Potsdam, NY 13676**  
 I attended SUNY Potsdam as a full-time student from August 1977 to May 1979.
- 1977**     **H.S. - Malone Central School District, Malone, NY 12953**

## VOLUNTEER WORK

- 18 years**     **Malone Callfiremen**  
**10 years**     **Franklin County Bureau of Fire**
- Founding Member of Cause & Origin Team
  - Member of Board of Directors, NYS Association of Arson Investigators
  - Level II Fire Investigator

## PERSONAL REFERENCES

Mr. Derek Champagne  
Franklin County District Attorney  
355 West Main Street  
Malone, NY 12953  
518-483-1546

Mr. Brian McKee  
McKee & Associates  
11 Charles Street  
Malone, NY 12953