As the school support assistant with Sembach Elementary School, Todd King expertly managed an annual $33,000 school budget, meticulously reviewing and executing 25 government purchase card requirements while meeting strict DoDEA 1st quarter fiscal restraints. He provided supply technician support to Vogelweh Elementary and Kaiserslautern Middle School by purchasing $15,000 in goods, ensuring daily supply and service contracts were fulfilled with zero interruption, including sustainment for multiple Sure Start/PSCD programs due to supply tech manning shortfalls.

King identified short/long-term furnishing requirements and relocated equipment and supplies utilizing on site resources. He reduced suspense times in half by repositioning goods internally, eliminating outsourced contractors, saving the DSO over $2,500 in drayage costs, and roughly $5,000 annually.

King obtained refuge containers for excess garbage and dated furniture/equipment while meeting DRMO asset custody procedures. He also provided disposal support to local school and facilities to include DoDEA Professional Development Center and Virtual School, eliminating fire and safety code violations.

King utilized the district wide supply technician network, locating and obtaining unused or dated equipment to include desks, chairs, and shelving for classroom and administrative office reuse. He extended the life cycle of equipment by 2+ years while satisfying continuous changes in support of curriculum requirements. An estimated $25,000 savings was achieved by reuse of DoDEA furnishings and accessories due to King’s effort, planning and preparations.
In summary, King goes above and beyond his duties on a daily basis. He works diligently to meet the needs of not only of Sembach Elementary staff and students but of neighboring schools and DoDEA offices. He works to support any stakeholder who has a need, to include the school’s Parent Teacher Organization (PTO) and other organizations who use the Sembach Elementary School facilities. King does all of this with the utmost professional attitude and courtesy for all. His pleasant demeanor, humor and outstanding work ethic have been an invaluable asset to the Europe East District for many years.

School Support Assistant Sembach ES

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