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**Professional Experience** (in reverse chronological order):

- Orbital Sciences Corporation 2008 - July 2010, Master Engineer I
  - Transferred into newly-created Integrated Test & Verification Office within Constellation Systems Engineering & Integration (SE&I). Assisted in organizing and conducting office routine functions and internal communications, including wiki website and meetings. Coordinated technical risk development and presentation for the Office, as well as assessment of project and program level risks associated with test and verification.
  - Continued Human-Rating work, completing the requirement trace effort begun in 2006 and continually expanding development of content on approaches to satisfying new requirements for a Human-Rating Certification Package (HRCP). Entered it all into the HRCP. The first collection points were web page tables, with links to program documents containing details. For the program System Design Review and Preliminary Design Review, the tables were placed in Word documents. The document received Program Manager approval and complies with the NPR governing human-rating of NASA spacecraft. The HRCP was approved by the NASA Technical Authorities for Safety, Engineering, and for Health and Medical.
  - Continued work as with SAIC after contract change for the Program Technical Integration office, which was re-named Integrated System Performance office.
- SAIC, 2003 - 2008, Senior Risk Analyst & Senior Systems Engineer
  - Assisted in re-writing the NASA agency guidelines for human-rating of spacecraft systems. Conceived, then began implementing, the program infrastructure and first-ever approach to Human-Rating Certification Package called for by NPR 8705.2 revision B. That was developed for Constellation Program. Participated in briefings for NASA agency Technical Authorities on how the Constellation Program would demonstrate compliance with the NPR.
  - Transferred into Constellation Program Technical Integration office within SE&I to assist in organizing the new office to manage System Integration Groups. These 8 groups consisted of from about 6 to about 100 technical discipline experts each. Continued effort to develop Constellation Human-Rating Plan, including requirement traces. Coordinated development, review, and presentation of technical risks for both this organization and for the SE&I Directorate. Managed internal communications, including development of a coordination wiki

website and conduct of meetings requiring nationwide teleconferences and the desktop sharing application Webex.

- Assisted development of program level technical requirements for NASA Constellation Program. Focused effort on Constellation Human-Rating Plan and requirement trace work. Identified program requirement gaps and coordinated responses to fill those gaps.
- Performed independent evaluation of Space Shuttle post-Columbia-accident return-to-flight activities and risks. Developed risk tracking and trending methodology.
- Assisted Mission Operations Directorate personnel in developing functional block diagram of flight operations activities in support of Next Generation Launch Technology (NGLT) Program. Converted previous version of flight operations concept document to one that would be pertinent to NGLT.
- Lockheed Martin, 1997 – 2003, Project Manager.
  - Worked with the Advanced Technology Development Office (JSC code EX2) project team planning development of new technology for the next generation of reusable flight vehicles. Developed presentation material and engineering project management documentation. Produced and tracked schedules. Provided editorial assistance, management consultation, and technical support for Windows PC computer operations. Coordinated large meetings, recorded notes and typed minutes of group meetings.
  - Served in a firewalled position as pseudo-civil servant for processing sensitive information from contractors bidding on NASA technology development contracts.
  - Led contractor support for the Automation and Robotics Division's (code ER) ISS robotics subsystem managers. Led technical reviews of material generated by all ISS hardware providers to show compliance with robotic requirements. Reviewed technical plans. Participated on Mobile Transporter Problem Resolution Team in closure of problem reports and in various flight hardware development activities.
  - Wrote technical requirements for the Automation and Robotics Division's (JSC code ER) Autonomous Extravehicular Robotic Camera project.
  - Contractor project lead, Task Order Manager, and requirements writer for the Russian Simplified Aid For Extravehicular Activity Rescue project for the Automation and Robotics Division (JSC code ER).
- Lockheed/SAIC (contract changed), 1996 - 1997, Advanced Systems Engineering Specialist.
  - Reviewed designs, Failure Modes and Effects Analysis (FMEA) worksheets, Hazards Analysis, and Critical Items List (CIL) material for

adequacy as part of International Space Station (ISS) Program Independent Assessment (IA), working under the Human Exploration and Development of Space strategic enterprise at NASA Headquarters. Recommended acceptance or disapproval of proposals to use hardware on the ISS that did not meet the program's redundancy requirements.

- As one of the first three Flight Leads in IA, advised civil service and contractor managers of significant risks to ISS assembly flight 4A, and on the viability of risk mitigation plans. Helped establish overall approach to be taken by Flight Leads.
- Self-employed, 1993 - 1996, consulting, sales and services.
- Lockheed, 1988 - 1993, Advanced Systems Engineering Specialist then Project Manager.
  - Developed training material on Earned Value for the JSC Engineering Directorate's Engineering Support Contract Technical Manager.
  - Led development of software for the Automation and Robotics Division (code ER) to help systems engineers and operations personnel determine the causes and effects of system failures. Established an organization to perform the development, staffed it, marketed the concept to obtain funding, managed the development, provided technical guidance on the purpose and nature of the software, and ultimately won NASA acceptance of the software for use in monitoring events on Space Station Freedom from the ground.
  - Served as Lockheed subcontractor lead under Rockwell International contract in support of NASA Propulsion and Power Division (code EP). Simultaneously served as subcontract technical manager for third level contractor.
  - Modeled Space Shuttle Main Engine failure modes and effects, as well as Hazards.
- U.S. Navy, 1967 - 1987, Ensign to Commander
  - Managed strategic missile final assembly, storage, maintenance and logistics for Pacific fleet submarine force. Managed 150 military and civil service personnel.
  - Managed 30 engineers who performed strategic missile design review and approval functions. Served as Chair of design change control board. Exercised final signature authority on documentation for design and procedure changes to U.S. Trident I, Poseidon and Polaris missiles as well as for design changes to U.K. Polaris missiles. Served as deputy Administrative Contracting Officer.
  - Managed concept development, ground- and flight-testing of strategic missile technology in a joint Navy, Army, Air Force and Department of Energy project.

- Served as commissioning Operations Officer for a new ship. Developed procedures, organized the ship, established schedules, and managed initial workup to readiness for deployment in the Vietnam War. Managed ship's operations in the war zone.

**Education:**

- MS in Physics, Naval Postgraduate School, 1975
- BS in General Science, Miami University, 1967
- Passed numerous technical (such as PRA, risk management, systems engineering, etc.), project management, supervisory, and general management short courses or classes.
- MBA in Business Administration, City University, 1987

**NASA Customers:**

Dave Petri, JSC/ZF  
 Lisa Hammond, JSC/ZF  
 Keith Williams, JSC/ZF  
 Jeff Bye, JSC/ZG  
 Charlie Mallini, JSC/ZD  
 Margarita Sampson, JSC/ZF  
 Stephen Chan, JSC/ZF  
 Deb Ludban, JSC/ZF  
 Malcolm Himel, JSC/NA  
 John Dolan, JSC/NA  
 Tri Nguyen, JSC/EA  
 Susan Burns, JSC/ER  
 Tom Farrell, JSC/EA  
 Tony Griffith, JSC/DV  
 Doug Rask, JSC/DM  
 Randy Rust, JSC/NX

**Miscellaneous:**

Constellation "Human-Rating Team" award.  
 "Employee of the Month" award for Constellation Technical Support Contract.  
 "Performance Recognition" award for Constellation Technical Support Contract.  
 "SIGs Rule" award by Constellation Program Technical Integration office Lead.  
 JSC "Certificate of Appreciation" for development of FEAT analysis software.  
 NASA "Group Achievement Award" for Integrated Digraph Analysis and FEAT.  
 ISS Independent Assessment "Certificate of Commendation" for flight specialist work and other activities  
 Elected to and currently serving second 3 year term as Secretary, Houston Sail and Power Squadron

Elected to and served 2 year term on Board of Directors for Swan Lagoon  
Property Owners Association

**Skills and Interests:**

- **New or revised programmatic documentation**
  - Creation
    - Writing
    - Importing text, tables and graphics
    - Hypertext linking
    - Formatting
    - Tables of Contents/Figures/Tables/Applicable Documents
    - Appendices
  - Content management
    - Structure
    - Organization
    - Flow
    - Scope
  - Coordination of development, review and approval process
  - Proof-reading/editing for English and grammar
  - Reviewing for gaps and inconsistencies
- **Presentations**
  - Text
    - Creation
    - Formatting
    - Editing
  - Graphics
    - Importing
    - Creation
- **Summarizing technical philosophy and descriptions as well as identifying key points**
- **Databases**
  - Data entry
  - Report generation
  - Searches
  - Metrics
- **Schedules**
  - Creation
  - Critiquing
  - Integration/linking
  - Microsoft Project and less feature-rich scheduling applications
- **Computer Proficiency**
  - PC/laptop hardware proficiency

Software skills (user only):

Windows OS 3.1, 95, 98, 2000, XP, Vista

MS Office Professional

Adobe Illustrator & Photoshop

Website creation and maintenance

Confluence wiki team sharing sites

Basic XHTML for non-dynamic pages

WordPress for sites with dynamic content (Webmaster for

<http://uspshouston.org>)

- **Topics with which familiar**

NASA Human-Rating Certification requirements and process

Risks and risk management

Writing requirements

Handling and storage of sensitive documents

Aerospace hardware production, assembly, transportation, storage

Systems Engineering & Integration process

Configuration and data management

Design review process

Verification methodologies

Contracts, contracting and subcontracting

- **Characteristics**

Prefer working on defined end point / goal type projects which require independent research and effort, but can coordinate products and content

Hard worker – 9 hour work days with lunch at the desk typical

Recognized as a resource, and proud of it

Quickly learn how to do things that many others don't know how to do (or don't want to do)

Quickly learn who should be contacted about what

Quickly learn where to find things

Like to write

Willing to travel occasionally

Unwilling to relocate, but would consider recurring TDY arrangement