



# BIOGRAPHY



## UNITED STATES AIR FORCE

### STAFF SERGEANT DESIREE A. MARTINEZ

Staff Sergeant Desiree Martinez is the Assistant Non-Commissioned Officer In Charge of Administration, Air Force Reserve Officer Training Corps (ROTC), Detachment 006, located at Jackson State University in Jackson, Mississippi. As an enlisted cadre member, she provides all administrative support for organizational programs for 40 cadets and 6 permanent party members annually. Sergeant Martinez manages all personnel procedures, maintains cadet records, and oversees cadet physicals, enlistments, and commissioning's while ensuring cadet compliance.

Staff Sergeant Desiree Martinez, a native of Stockton, California, enlisted the Air Force in May of 2016 through Air Force Basic Military Training Program. Sergeant Desiree Martinez's experience includes integrating Commander Support Staff Battle rhythm for 82 specified duties spanning three Air Force Installations standardizing program requirements and assisting in the standup of four organizations across two Major Commands.

Before assuming her current position, Sergeant Martinez served as the Commanders Support Staff, Administrative Technician, for the 353d Special Warfare Training Squadron where they execute the Tactical Air Control Party Preparatory course, Officer Basic courses, and Craftsman Course in order to assess, evaluate and mentor Tactical Air Control Party Candidates and prepare them to successfully complete the rigorous training.



#### EDUCATION:

2016 Administration Journeyman, Keesler AFB, MS

#### ASSIGNMENTS:

1. May 2016-Jul 2016, Trainee, 324th Basic Military Training Squadron, JBSA-Lackland AFB, Texas
2. Jul 2016-Aug 2016, Student, 336th Student Training Squadron, Keesler AFB, Mississippi
3. Aug 2016-Feb 2021, Administrative Technician, Commander Support Staff, 353d Special Warfare Training Squadron, JBSA-Lackland, Texas
4. Feb 2021 – Present, Assistant NCOIC, Administration, AFROTC Detachment 006, Jackson, Mississippi

#### MAJOR AWARDS AND DECORATIONS:

Air Force Commendation Medal  
Air Force Achievement Medal  
AF Organizational Excellence Award

#### OTHER ACHIEVEMENTS:

2020 Airman of the Year, 353d Special Warfare Training Squadron  
2019 Airman of the Year, 353d Special Warfare Training Squadron  
2019 Airman of the Year, Special Warfare Training Group

#### EFFECTIVE DATES OF PROMOTION:

Airman First Class 25 Aug 2016  
Senior Airman 1 Nov 2018  
Staff Sergeant 1 Nov 2020

(Current as of 29 June 2021)