



# CAPABILITIES STATEMENT

## VETERAN WRITING SERVICES, LLC

CAGE CODE: 78PA2 | DUNS NUMBER: 079465679 | NAICS:  
541611-Administrative Management and General Management Consulting  
541612-Human Resources Consulting Services  
561410-Document Preparation Services  
611430-Professional and Management Development Training  
711510-Independent Artists, Writers, and Performers

[www.VETERANWRITINGSERVICES.com](http://www.VETERANWRITINGSERVICES.com)

**Veteran Writing Services provides professional writing and consulting services to help clients achieve their goals**

### Core Competencies

**Writing:** Writing proposals, articles, stories, reports, books, and human resources documents

**Editing:** Performing editing, copyediting, proofreading, and document improvement

**Consulting:** Providing professional advice based on 30+ years in leadership positions

**Training:** Presenting tailored workshops and professional development solutions

### Past Performance

#### **Invictus International Consulting, LLC**

★ Lead Proposal Writer, Editor, Resume Writer, Consultant, and Color Team Reviewer for 16 major Intelligence Community and Federal efforts including winning proposals valued over \$18B contributing to the company's ranking in *Washington Business Journal's* 75 Fastest Growing Companies for the past three years

#### **Prince George's County Government**

★ Editor for award-winning Office Management & Budget Annual Budget Books providing information for over one million businesses and residents

#### **WhiteHawk CEC, Inc.**

★ Technical Writer and Editor of cyber business documents for the first online cybersecurity exchange for small and mid-sized global businesses and supporting government

### Differentiators

+Expertise in intelligence, operations, cybersecurity,

human resources, analysis, and planning

+Prime Contractor on Prince George's County OMB Contract; Subcontractor on U.S. Navy

SeaPort Next Gen, VA T4NG, VA VECTOR, and Maryland and Department of Housing and Community Development (DHCD) contract

+Work experience in Executive and Legislative branches of government,

+Certified SDVOSB, Woman Owned Small Business (WOSB), and Minority and Disadvantaged Business Enterprise (M/DBE)



“ In my 40+ years of supporting business development for large and small companies, Valerie and her company earn my A+ rating! ”

George C. Rhodes, President, Results Consulting Group, LLC

### Contact Information:

(443)994-5651

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[www.veteranwritingservices.com](http://www.veteranwritingservices.com)

Veteran Writing Services, LLC

Chief Executive Officer,

Valerie Ormond



## CAPABILITIES STATEMENT VETERAN WRITING SERVICES, LLC

CAGE CODE: 78PA2

DUNS NUMBER: 079465679

NAICS: 541611, 541612, 561410, 611430, 711510

### Valerie Ormond, Chief Executive Officer (CEO)

Valerie Ormond brings 30 years of leadership, management, and writing experience to clients. She retired as a Navy Captain (O-6) before founding Veteran Writing Services. Her experience includes:

- Coordinated executive level briefing and writing support to the offices of the Joint Chiefs of Staff, Secretary of Defense, Executive Office of the President, and cabinet offices
- Directed efforts of a 500-person Task Force supporting global operations
- Managed naval intelligence personnel plans, policies, and programs for more than 20,000 people
- Taught in traditional classroom settings and developed and provided leadership development, writing, and strategic planning workshops with 100% customer satisfaction
- Produced more than 500 technical writing projects for clients on subjects including information technology, cybersecurity, intelligence, business, standard operating procedures, policies, and more
- Gained Federal contract and business development experience as Proposal Writer, Volume Lead, Reviewer, Editor, and in government as a member of source selection panels and supervisor of contracts

### Education and Training:

Master of Strategic Studies, U.S. Army War College  
Master of Science of Strategic Intelligence, National Intelligence University  
Bachelor of Arts, English and Mass Communication, Towson University  
Whitman School of Management Veteran Women Igniting the Spirit of Entrepreneurship  
(V-WISE) Program, Syracuse University  
ShIPLEY Institute – Writing Federal Proposals  
Senior Executive Leadership Development Program, University of Maryland  
Defense Information School Public Affairs Officer Course  
Fundamentals of Technical Writing



### Sample Past Projects:

- Business proposals
- Strategy documents
- Marketing materials
- Legislative documents
- Website content editing
- Economic development reports
- Human resources documents
- News and magazine articles
- Writing and editing workshops
- Multiple award-winning novels