

KANDACE L. MOORE
OFFICE MANAGER
CAPSTONE



Kandace Moore joined the Capstone staff as Office Manager in March of 2008. Her previous position was as an administrative specialist to the Program Executive Officer in the Acquisitions Directorate at the United States Coast Guard Headquarters. Before working with the Coast Guard, Kandace was employed as an administrative assistant at the Direct Reporting Program Manager's Office/Expeditionary Fighting Vehicles (DRPM/EFV) located in Woodbridge, VA.

This Chicago native enlisted in the United States Marine Corps upon graduating from high school in 1990 into the administrative field as a Unit Diary Clerk. Her duty station assignments included: Headquarters Battalion, 1st Marine Division, Camp Pendleton, CA., Marine Security Guard Battalion, Quantico, VA., Marine Aviation Logistics Squadron 36, Okinawa, JA., and, Marine Helicopter Squadron One (HMX-1), Quantico, VA.

Kandace received a number of decorations and personal awards while serving on active duty to include the Navy and Marine Corps Achievement Medal, with gold star in lieu of third award, and the Presidential Service Badge. Ms. Moore was honorably discharged at the rank of Sergeant in 2001.

Kandace currently resides in Maryland.