**DANIEL KELLEY, PMP, PMI-ACP**

[www.linkedin.com/in/daniel-kelley1](http://www.linkedin.com/in/daniel-kelley1) • <https://github.com/DK-2021>

**PROFESSIONAL SUMMARY**

Adaptable, organized and dependable US Army Special Operations veteran. Someone who is always seeking to optimize a process or develop a solution to a problem. Transitioning into software engineering with a fundamental understanding of full stack software development. Possess and have maintained a Secret Clearance for more than ten years.

**RELEVANT CERTIFICATIONS**

* Project Management Professional (**PMP**), 2021
* Project Management Institute Agile Certified Practitioner (**PMI-ACP**), 2021
* Microsoft Certified Azure Fundamentals (**AZ-900**), 2021
* Microsoft Technology Associate Software Development Fundamentals (**MTA 98-361**), 2021
* NC State University Artificial Intelligence Academy Foundations Course,2021

**SKILLS**

* **Intermediate**: C#, Windows, macOS
* **Novice**: Python, Git/GitHub, HTML, CSS, JavaScript, MS SQL Server, MS Azure, .NET, Linux (ubuntu)

**EXPERIENCE**

Microsoft Software and Systems Academy

**Cloud Application Development Student January 2022 – May 2022**

* Selected for a highly competitive program that supports transitioning service members as they gain the professional and technical knowledge necessary to enter the technology industry.
* Studied in **Cloud** Application Development, learning to design, build, and support applications and programs.
* Gained fundamental skills in **C#, SQL, JavaScript, CSS, HTML**, **Git** and **Object-Oriented Programming**.
* Learned conceptual frameworks for Web Application Development**, ASP.NET MVC,** and **Azure Application Development.**
* Built, modified, and ran more than 100 queries against **T-SQL** databases via **SQL Server Management Studio** for data analysis and interpretation.

95th Civil Affairs Brigade (Army Special Operations)

**Assistant Operations Supervisor October 2020 – January 2022**

* Assumed the Operational Supervisor position for four months during a company realignment; maintained both positions for four months and **managed 15 coworkers** to meet all organizational directives.
* Managed the company’s classified personnel recovery database; **increased** the company’s compliance from **80%** **to 100%** when audited by a third-party.
* Published over **35** organizational bulletins that were distributed to more than **200** coworkers weekly; **informed** coworkers of company-wide events and notified of career enhancing opportunities.

**Civil Affairs Specialist October 2017 – October 2020**

* **Coordinated** four humanitarian assistance programs valued at **$45,000**; enabled the U.S. Embassy access to three strategic locations in Trinidad and Tobago.
* Managed the expenses of **$20,000 USD** worth of organizational funds while working internationally; utilized the funds appropriately enabling the team to **increase** its overall capacity to achieve objectives.
* **Managed** and coordinated over **200 tasks** to different teams in support of organizational functions; all tasks’ deadlines were met and adherence to the enterprise’s readiness model standard was maintained

**PROJECTS**

* **Random Restaurant Picker** – C#, SQL, XML, XAML

A team project that used an API of a given location to help select a type of restaurant to eat at based on certain user preferences. Utilized GitHub with teammates, allowing for each member to work with the project’s latest version.

* **Personal Webpage** – HTML, CSS, JavaScript, GitHub, Visual Studio Code, MS Paint

(<https://dk-2021.github.io/MyWebsite/>**)** Using GitHub as a host, based on a website template, reconfigured the HTML, CSS and JavaScript to be used as a personal website. The website described my abilities, links to work and experience.

**EDUCATION**

Bachelor of Science, Criminal Justice,  **May 2011**

University of Massachusetts, MA