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Security Clearance

Top Secret/SCI Security Clearance, inactive 2015; Counter-Intelligence Polygraph, Updated 2015

Summary of Qualifications

Advanced Analytical Training	Senior Language Mentor
Leadership Experience	Language Analysis
Workflow Management	Reporting
Cyber Training	Leadership Training
Personnel Management	Sales and Services

Education and Training

ENGLISH	Denver, CO	2014-2016
<i>Metropolitan State University</i>		
PERISAN FARSI (2/2+)	Monterey, CA	2010-2011
<i>Defense Language Institute</i>		
MUSIC AND THEATRE	Colorado Springs, CO	2007-2009
<i>Pikes Peak Community College</i>		

Employment

BEST BUY

Aurora, CO

Geek Squad Manager

2020-Present

- ◇ Manages the Geek Squad Precinct, acts as a four-wall manager. Directly in charge of Services and client-employee interactions throughout the store. Acts as a direct supervisor to, mentors and develops all precinct agents.

BEST BUY

Colorado Springs, CO

Geek Squad Advanced Repair & Consultation Agent

2015-2020

- ◇ Performs consumer level and advanced repair of computers. Handles day-to-day administrative responsibilities in a Geek Squad precinct. Consults with clients to determine the necessary repairs for their unit.

U.S. ARMY – MILITARY INTELLIGENCE BATTALION

Fort Meade, MD

Language Analyst Team Lead

2013-2014

- ◇ Managed the translation workflow for four linguists, created semi-weekly reports concerning the status of documents and linguists. Additionally, functioned as a language analyst, providing translations for highly-technical engineering documents.

Language Program Manager

2013-2014

- ◇ Developed the Command Language Program SOP. Ensured that all linguists were given proper training throughout the year, scheduled Defense Language Proficiency Tests and communicated any issues with linguists to management.

Senior Language Mentor

2013-2014

- ◇ Created curriculum and developed individualized training programs for eight trainees and two junior language mentors

Persian-Farsi Language Analyst

2012-2013

- ◇ Provided high-quality translations of graphic documents ranging from simple diagrams to high-level political documents.

Squad Leader

2011-2014

- ◇ Determined and directed training of 6-individuals, as directed by military standards