

Matthew Galej

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Motivated Computer Science student with hands-on experience in systems administration, network management, and helpdesk support.
Seeking work experience to build technical skills in software engineering and cybersecurity.

EDUCATION

Purdue University

Aug. 2024 – May 2027

- Member of the Horizons First Generation Scholars & Polish Student Organization.
- Participated in the Hello World Hackathon (Oct. '24)
- Employed under ResNet team; Responsible for tier 2 networking issues around campus
- Notable Coursework: Object Oriented Programming w/Java; GitHub/Unix

Lake Park High School

Aug. 2020 – May 2024

GPA: 3.92/4.00

Roselle, IL

- Member of the National Technical Honor Society; recognized as an ISAC state scholar.
- Clubs include: Varsity Tennis, Marching/Pep Band,
 - Recognized for most improved marching band performer ('22)
 - President of the Computer Club ('24); led projects regarding configuration of multi-server cluster, HA, SMB/NFS, etc.
- Notable coursework: AP Computer Science A, A+ Computer Certification, Career Internship, Intro to AutoCAD
 - Served as an assistant Teachers Aid in both APCS A and A+ computer cert.

WORK EXPERIENCE

Electriflex Company

June 2024 – Aug. 2024

Junior System Administrator Intern

Roselle, IL

- Updated and refreshed internal documentation, while also creating new documentation for various issues and procedures.
- Led with research, implementation, and deployment for a company-wide MDM solution, reducing helpdesk ticket volume by 10% and saving the company ~\$6000/year via a free MDM solution.
- Collaborated with team to resolve basic/intermediate helpdesk tickets submitted by office and plant workers.
- Inventory and researched pricing on old equipment for the company to sell, accumulating to over \$10,000+ of unused assets.
- Assisted and led out various administrative and maintenance tasks with server systems, network infrastructure, and mobile devices, eliminating more than 30% of backlogged tasks.

Triantan CCC LLC

July 2023 – May 2024

Support Engineer Intern

Itasca, IL

- Worked with customers to resolve basic/intermediate level helpdesk tasks via email and phone, reducing average security operations center tickets from 60+/day to 10-15/day.
- Took on sole responsibility of setting up PC's/laptops for clients, including remote monitoring, anti-virus, and active directory.
- Collaborated with patch management team in researching and deploying patches to clients.
- Worked in Security operations center to assist in Microsoft Office protect, FortiGuard, AV Defender, Endpoint Detection Response management, and DarkWeb monitoring alerts.

SKILLS

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|-----------------------------|--------------------|----------------------------|---|
| • Computer Helpdesk Support | • Fluent in Polish | • Docker & Scripting | • GitHub |
| • Advanced Troubleshooting | • Java, CSS, HTML | • Cybersecurity monitoring | • Server/Virtual Machine Administration |

CERTIFICATIONS/PROJECTS

- **General Computing & Networking:** CompTIA A+ (Apr. 2024), CompTIA Network+ (In Progress, expected completion Feb. 2025)
- **Personal Homelab:** Currently maintaining and running a Homelab consisting of reused computers. Currently configured to run a Proxmox datacenter with an HA configuration. Current uses include a smart home server, network adblocking and device monitoring, Active Directory, and Docker, helping to ensure security and efficiency via automation and monitoring
- **BoilerDorms:** Collaborated with others in the Hello World Hackathon to create a website where students can make accounts and leave reviews of the various dorms on campus. Learned skills relating to [JS & React](#) for web development, and [Firebase](#) for database and authentication.
- **Personal Site:** Developed a personal website for use as a landing page and personal portfolio. Learned skills in [responsive web design](#), and strengthened skills in [CSS and HTML](#).