

# MICHAEL QUINONES

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**US Citizenship:** Yes

**Federal Experience:** Yes-contractor

**Clearance:** Secret

**OBJECTIVE:** Obtain a full-time position in public service with the Federal Government under job title 2210 as indicated in job announcement: \_\_\_\_\_

## SKILLS SUMMARY

Focused and highly motivated professional with 4+ years of programming experience and two internships with the DoD. I have used my HTML, CSS, and JavaScript knowledge to perform web development services for SharePoint websites. Other than having the knowledge and the ability to apply my skills in a real-world environment, I also have experience with Java, C++, and Python backend development. Git and GitHub experience has been gained during web development projects, which included command line navigation using bash commands. I am a detail oriented, goal centered, and highly passionate person that values teamwork and effective communication.

- As First Army's SharePoint web developer, I developed software to automate the intelligence and security department onboarding procedures for First Army employees. This led to a significant time decrease in the onboarding process for all employees and the directorate could then operate in a much more efficient manner.
- Under the same job title, I also created and implemented First Army's intern portal on the website. This portal is designed to provide all First Army interns with an in-depth walkthrough regarding in-processing. The end goal was to assist them getting onboarded as fast as possible, while having the best possible experience.
- As web developer I developed and implemented First Army's chatbot on the intern portal. The chatbot responds to inquiries that interns may have regarding in-processing, IT support, security/intelligence guidance, and personal/professional guidance.

- As an IT Specialist I was responsible for computer reimaging and networking assistance for classified military exercise. I also provided IT services for the 10 First Army directorates, including senior leaders of First Army HQ.
- As a Google Software Product Sprint Participant in a summer coding camp, I developed my own website using Google's PowerShell IDE and pushed this code to GitHub using Git commands. I also worked on a team project (with other college students all around the US) developing another website at the end of the summer program. My HTML, CSS, JavaScript, Git/GitHub, and teamwork skills were greatly improved because of this coding opportunity with Google.

## **EMPLOYMENT HISTORY**

### **First Army HQ**

#### **SharePoint Web Developer at Intelligence and Security Department-G-2**

##### **10 weeks-Intern**

As a SharePoint Web Developer for First Army HQ, I was responsible for developing First Army's website, specifically to improve G-2's web services on that site. My first Assignment was to migrate G-2's security onboarding process from a physical process to a virtual process. The webpage effectively collects the newcomer's information and automatically sends it to G-2's security personnel on submission.

As a second project I was also tasked with building First Army's intern portal on the website. This portal is designed to provide all First Army interns with an in-depth walkthrough that helps them setup their DoD account, Microsoft 365 license, complete their 2875's, and gives them information about the military's enlisted and officer ranks. This portal also provides articles that PAO has done when it relates to the internship program. Another feature the website has is a dynamically programmed table that provides interns with all the current activities that take place in the Quad Cities and provides links for every one of them. As a last feature, the webpage connects First Army's website with JMC's website, allowing efficient web navigation between both platforms.

My third project consisted of creating First Army's chatbot on the website. The chatbot automatically responds to users' questions regarding First Army processes and procedures. It gives them the necessary guidance the user needs and no human intervention is needed.

### **First Army HQ**

#### **IT Specialist at the Information Systems Department**

##### **10 weeks-Intern**

As an IT specialist at First Army HQ is responsible for providing computer reimaging and networking assistance for a classified military exercise. I also gave Information Technology asset management services. Successful completion of the job provided the opportunity for military/civilian personnel to do their jobs more efficiently and effectively due to increase of performance security.

Help desk services for the 10 First Army directorates, including senior leaders of First

Army HQ. These services included shadowing/assisting in government phone setups and office maintenance for the command general. At the end of the internship, a final briefing to senior leaders of the Army was required. This final briefing covered all tasks completed and lessons learned during time of duty.

## **Google**

### **Software Product Sprint**

#### **10 weeks-Participant**

Construction of software and online database using JS, HTML, Java, and CSS. Google's PowerShell was used as an integrated development environment tool for coding the scripts. A total of two websites were designed and published. The first website was accomplished individually and the second one was completed in a teamwork environment. The website done individually had an online database using Google's cloud services as a backend feature. The project done in collaborative fashion was with other student all around the US. At the end of the summer program, a final presentation was made to staff from Google. Git/GitHub was used by the team to push code to the repository and Google's staff would continually review our code before merging it with the official project.

## **ACCOMPLISHMENTS**

- 2023 developed and implemented FA-HQ, G-2's onboarding website
- 2023 developed and implemented FA-HQ, intern's portal
- 2023 developed and implemented FA-HQ chatbot
- 2022 provided IT services for FA-HQ
- 2021 Google's Software Product Sprint Certificate of Completion

## **COMPUTER SOFTWARE**

- |                         |              |
|-------------------------|--------------|
| •Word                   | •Eclipse IDE |
| •Excel                  | •Ubuntu      |
| •Visual Studio Code IDE | •VirtualBox  |
| •GitHub                 |              |
| •Jupyter Notebook       |              |

## **ADDITIONAL TRAINING**

- Introduction to Information Security, 06/15/22
- Cybersecurity for Security Personnel, 06/15/22
- Privileged User Cybersecurity Responsibilities, 06/28/22
- Electronic Security Systems, 07/07/23
- Counterintelligence Awareness and Reporting for DoD Employees, 07/07/23
- Classified Storage Requirements, 06/02/23
- Identifying and Safeguarding Personally Identifiable Information, 07/07/23
- Disposal and Destruction of Classified Information, 06/02/23

- DoD Initial Orientation and Awareness Training, 06/02/23
- Adverse Information Reporting, 07/05/23
- Security Incidents Reporting Requirements, 06/05/23
- Suspicious Emails, 06/05/23
- The Federal Investigative Standards, 06/05/23
- Insider Threat Awareness, 07/05/23
- Transmission and Transportation for DoD, 07/05/23
- Derivative Classification, 07/06/23
- Introduction to Personnel Security, 07/07/23
- Storage Containers and Facilities, 07/06/23

## **EDUCATION**

**BA**-Computer Engineering, InterAmerican University of Puerto Rico: Exp. 2024  
(GPA:3.90)

## **HONORS AND AWARDS**

- Computer Engineering Honor's Student
- G-6 ISD certification of appreciation
- First Army HQ certification of appreciation (2)
- Dean's list (for engineering)

## **VOLUNTEER WORK & COMMUNITY INVOLVEMENT**

- President of Youth Ministry (2 yrs)
- Director of Special Needs (1yr district level)
- Leader of Computer Alliance of Hispanic-Serving Institutions in BA, PR (1 yr)

## **PROFESSIONAL ASSOCIATIONS**

**CAHSI** - Computer Alliance of Hispanic-Serving Institutions

**ACM** - Association for Computing Machinery

## **REFERENCES**

1. Stephen Lucas: stephen.r.lucas8.civ@army.mil
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