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SECURITY CLEARANCE

TS/SCI w/CI Poly

OBJECTIVE: To utilize over 25 years of project management experience to secure a position where excellent technical problem solving skills, coupled with keenly honed management techniques and exceptional communication and documentation practices, will complement my leadership and technical competence while raising the level of team productivity, reduce costs and contribute directly to the successes of the overall mission.

EDUCATION: The Maryland Associated General Contractors, Towson, MD
 Construction Quality Management Certification, February 2011

PSMJ Resources, Inc., Roanoke, VA
 Project Management Boot Camp Certificate, September 2008

Leadership in Engineering and Environmental Design, Arlington, VA
 L.E.E.D. Course Completion Certificate, August 2008

The Department of State Diplomatic Security Training Center, Dunn Loring, VA
 Construction Surveillance Technician Certification, March 2008

George Washington University, Washington, DC
 Information Technology Program
 M.C.S.E.

Midlands Technical College, Columbia, SC
 Major: Mechanical Engineering
 A.S. Mechanical Engineering

PROFESSIONAL EXPERIENCE:

01/20 – Present **Sciolex Corporation (Chantilly, VA)**

Principal Technical Expert

Provide Systems Engineering Technical Advisor (SETA) support as part of a team performing Systems Engineering, Hardware Analysis and Lifecycle Readiness activities for established and emerging systems. Ensure Integration and Closure activities for the systems are identified and accomplished. Duties include coordinating, supporting and assessing hardware, requirements, CONOPs, architecture products, system schedules, identifying and tracking risks, supporting testing and verification strategy and the system integration of new initiatives in support of expanded mission capabilities.

Responsible for assessing processes, creating efficiencies and leading related projects. Utilize legacy knowledge in end-to-end activities to include hardware, sensor operation, processing, and distribution. Lead various system readiness events and participate in independent review teams using systems engineering background. Interact with multiple Acquisition Offices (AOs) and facilitate risk and action closure with Acquisition Offices and users, and lead technical consultations, meeting coordination, and provide support to recommendation briefings.

(Continued)

Responsible for assessing the acquisition-level closure of requirements; assessing / leading system level readiness events in support of enterprise, system and acquisition-level milestones; leading and supporting project planning; generating and presenting engineering briefings; and interfacing with numerous customers. Provide in-depth understanding of the intelligence community and customer domain, along with a strong focus on core systems engineering processes in support of end-to-end mission and services closure. Give status updates of various hardware and outage concerns through use of HelpNow and DIP tool (Deficiency, Incident, Problems). Manage and train Corporate IT Procurement (CIP) team for RTO and ICCM groups. Responsible for placing hardware orders using SAP tool and assisting Networking team with RITM's.

06/17 – 2/20

General Dynamics Information Technology, Inc. (HERNDON, VA)

Systems Engineer and Integrator, OCONUS

Provide enterprise wide systems engineering and project integration support to assess, plan, coordinate, schedule and execute projects from inception to completion and commissioning. Serving dual role with designation as the configuration management as (CM) lead for the All Spark team. Utilize various software tools to plan and produce system configuration documentation for decommissioning of old hardware components and upgrades and installation of new hardware.

Duties also include using software tools to trace and label end-to-end node connections. Use change management to provide constant updates to database information regarding hardware, rack heights, asset location, nodes and other important system information. Coordinate installation and reconfiguration of systems, workstations, monitors and other equipment through the use of system maintenance authorization (SMA) request and approval process. Author task assignment management system (TAMS) request to the facilities and maintenance teams to initiate project startups and to approve project completions.

Field verified all decommissioning and installation activities. Participate through review and comment in the request for change (RFC) review process. Responsible for the daily site maintenance activity board presentations and activities dispositions. Interface daily with the customer/client and report project progress through client meetings and project reports. Build and maintain progressive customer/client relationships.

01/15 – 05/17

AECOM (SPRINGFIELD, VA)

Project Manager, OCONUS

Managed various overseas construction projects in support of the Government client. Analyzed Gov't Statements of Work (SOW) and extracted information necessary to prepare accurate construction documentation. This process involved local and CONUS materials procurement, modifications to existing spaces and new construction, installation of necessary equipment, inspections, commissioning, project closeout, and turnover to client.

Projects included installation and upgrades of various electric systems and subsystems, including uninterruptable power supplies (UPS), computer power centers (CPC) and transformers. Interior building renovations included Secure Compartmented Information Facilities (SCIF), data centers and site security systems upgrades. Used SharePoint to upload construction bid documents and other project related documentation for contractor bidding a review processes.

Worked closely with contracting officers (CO), accounting department, facilities engineering branch, operations service technicians and construction subcontractors in an effort to successfully deliver completed projects on schedule and within budget. Used AutoCAD skills to assist engineering drafting department during staff shortages, as time would permit. Build and maintain progressive customer/client relationships

02/13 – 12/14

Procon Consulting, LLC (ARLINGTON, VA)**Project Manager, Government Services Administration, Washington, DC**

Provided project management for the construction of various federally funded projects for the client, Department of State. Acted as liaison for State Department to GSA contracting office to track and review contract negotiations, contract awards for procurement services relating to the proposed construction projects. Reviewed and commented on construction documents, drawings, specifications, cost analysis, schedules, reimbursable work authorizations (RWA), project finish material submittals, shop drawings, change orders, progress payments, punch lists and contractor evaluations. Work closely with the GSA Contracting Officer on all project related financial reports. Inspections include Architectural, Mechanical, Civil, and Security and all other trade related construction. Review and respond to request for information (RFI's) and submittals from the contractors. Insure that the project budgets and change orders are closely monitored. Build and maintain progressive customer/client relationships.

05/12 – 4/13

NVE, Inc. (SPRINGFIELD, VA)**Construction Surveillance Technician**

Assigned to various construction projects located at the United States Department of State. Professionally trained in surveillance and construction techniques to insure the security and integrity of the construction site, controlled access areas (CAA), and the material items which are scheduled for use in the controlled area. Knowledgeable of all construction disciplines, including Architectural, Mechanical, Electrical and Electronic Engineering principles. Experienced in analyzing designs and blueprints. Applied working knowledge of technical surveillance countermeasures, techniques and construction principles. Maintained constant alert for devices used by hostile and friendly intelligence services for the purpose of clandestine surveillance.

09/11 – 5/12

Pitney Bowes Management Services (ASHBURN, VA)**Customer Service Technical Specialist**

Served as technical specialist for Facebook client. Duties included coordinating the delivery, staging and connection of racks and servers. Used oracle software to track part movements. Insured various Dell and HP consigned computer components were received and inventoried. Participated in meetings to determine anticipated work load. Insured defective computer components were packaged and picked up for shipping using Facebooks RMA (Return Merchandise Authorization) process. Worked closely with the client to insure changing technical needs were met. Maintain logs and reporting documentation.

COMPUTER SKILLS:

- AutoCAD v. 10-14; AutoCAD Mapping 2.0 and 3.0; LDD 2000-2000I, AutoCAD v. 2000-2013.
- CATIA, I-deas, Corel Office, C++ Programming; Soft Desk 8; UNIX Programming, Micro Stations V6, AutoCAD Script files, 3D Studio VIZ 3i.
- Microsoft Office Suite, Windows 2000, Windows XP, Windows Server 2003-2007, Windows 7 Enterprise, Windows 8 Enterprise, Windows 10.
- Primavera, Prolog Online Seminars, Sun Open Office Professional Suite, Electronic Project Management (EPM) and ePM Express.
- Trane Tracer Summit 101, Trane Tracer Summit 102, Pipe Designer 3-D v.3.0
- BMSX, DOSL, TAMS, SMA, WaCle, ServiceNow Tool Suite, HelpNow, Agile, Jira, Confluence, Corporate IT Procurement (CIP), Deficiencies, Incidents, Problems (DIP) tool.

REFERENCES: Available Upon Request