Andres Colon

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WORK EXPERIENCE

MIT Lincoln Laboratory   **Lexington, MA**
Personnel Security Representative   *2023 - Present*

- Provided comprehensive support to management in ensuring rigorous adherence to all security protocols and standards, as mandated by government directives and tailored to the specific requirements of the laboratory.
- Ensured personnel authorized to carry or transport classified or sensitive materials maintained and managed courier letters in accordance with established protocols, ensuring secure and compliant movement between designated locations.
- Managed the end-to-end clearance process, from initiation to completion, serving as the primary authority for all clearance-related inquiries, ensuring compliance with DCSA guidelines for accurate and timely submissions.
- Provided support in enforcing NISPOM regulations, playing a key role in establishing and maintaining strict compliance with government-mandated security protocols. Assisted in the development and implementation of security measures to ensure the protection of classified information and adherence to national security standards.
- Ensured that personnel responsible for carrying or transporting classified or sensitive materials maintained proper documentation and received comprehensive briefings to uphold security protocols and accountability.
- Coordinated and conducted training for all remote employees to ensure correct onboarding and comprehension of risks and regulations associated with using lab devices from home, emphasizing security protocols and safe remote working practices.

United States Army   **Boston, MA**
Network Analyst/ Signal Officer   *2021 - Present*

- Ensured the operational readiness and security compliance of battalion computers by diagnosing and resolving issues in Windows Operating Systems, facilitating their proper integration into the DOD network and established proper SIPRNET connections.
- Maintained the integrity and security of classified and unclassified computer systems, adhering to DOD-approved protocols, and ensuring the protection of sensitive information and compliance with policies.
- Skillfully managed and programmed Simple Key Loaders (SKLs) for the secure distribution and loading of cryptographic keys, including SIPRNET keys, to ensure the integrity and confidentiality of battalion communication channels and data transmission. Demonstrated a strong commitment to aligning with COMSEC protocols and government standards, maintaining meticulous compliance with security policies and procedures to safeguard sensitive information and enhance the overall security posture of the battalion.
- Ensured proper protection, handling, and inventory of classified or restricted records and materials, maintaining the integrity and security of communication systems and information assets.
- Leveraged extensive knowledge in data communication and telecommunication technology to design, implement, and manage secure communication networks, including SIPR and non-SIPR systems, ensuring robust and compliant data transmission and safeguarding sensitive information in alignment with COMSEC requirements and government regulations.
- Led the planning, coordination, and management of a comprehensive communication network, including automation systems, tactical internet, Blue Force Trackers, FBCB2 network with over 50 platforms, tactical satellite, and FM/HF communications systems, ensuring robust and secure communication channels in alignment with COMSEC requirements.
- Ensured proper accountability, safeguarding, control, and destruction of secure communications

equipment and material in accordance with government regulations, maintaining the highest standards of operational security.
- Configured and maintained Blue Force Trackers within the battalion for secure communication across SIPR and non-SIPR networks, ensuring comprehensive and reliable communication channels in compliance with COMSEC guidelines, encryption devices, and operational requirements, while maintaining readiness for inspections and adhering to NSA/CSS policies.

LEADERSHIP EXPERIENCE

Citrus Club Toastmasters   **Orlando, FL**
Toastmasters International   *2021 - 2023*
- Disseminated information throughout the community and local businesses, resulting in turnouts of over 250 participants, over a twelve-month period.
- Raised over $2500 towards non-profit organizations within the Citrus Club that brought awareness to their major causes and concerns within the field of medicine.

EDUCATION

Northeastern University   **Boston, MA**
Masters in Computer Science/Data Science   *2023 - Present*

University of Central Florida   **Orlando, FL**
Bachelor of Science in Business Administration

SKILLS AND INTERESTS

Skills: MS Office Suite, Google Analytics, Database Software, Salesforce, MacOS, Windows Operating System, Data Analysis, Data Management, Macros, Quality Assurance, Financial Analysis, AWS, ServiceNow, Foreign Language Proficiency (Spanish)

Interests: Sailing; Marathon Training; Public Speaking (Toastmasters International)