

Courtez M. Cannady

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SUMMARY

13 years of work experience and 8 years demonstrated experience contracting with the DoD and Federal government. Desire to move to a permanent position to grow and develop skillset. Experienced in proposal writing, requirements analysis, cloud computing with deep understanding of Continuous Integration and Continuous Delivery concepts. Proven leadership, technical, organizational and communication skills. Results-oriented, self-motivated and personable individual.

SECURITY CLEARANCE

– Secret (Active); TS/SCI (Not Active)

WORK EXPERIENCE

Booz Allen Hamilton.

September 2020 - Present

Acquisition Software Standards Systems Engineer (Contractor)

- Develops and applies advanced software/systems methods, theories and research techniques in the investigation and solution of complex and advanced technical problems via the use of agile methodology.
- Develops new methods for the tracking and review of RPFs.
- Plans, and technically directs projects or major phases of significant projects, coordinating the efforts of technical support staff in the performance of assigned projects.
- Analyzes, evaluates and plans methods of approach and organizes means to achieve solution of complex technical problems.
- Reviews literature, patents, and current practices relevant to the solution of assigned projects.
- Reviews projects progress and evaluate results. Recommends corrections in technical applications and analysis.
- Specifies materials, equipment and supplies required for completion and implementation of technical projects.
- Evaluates vendor capabilities to provide required products or services. May provide technical consultation to technical staff or other organizations.
- Provides recommendations and subject matter expertise on the development, implementation, and maintenance of the Common Operating Environment technical baseline for the Command Post.
- Develops system architecture that meet federal and DoD cybersecurity requirements in accordance with FISMA.
- Ensure that Program Executive Offices are operating in accordance with cybersecurity framework outlined in FISMA and or NIST 800-53.
- Creates the future of systems engineering policies and standards in the DoD supporting Army Acquisition reform and Army Modernization.
- Oversees and facilitates the evaluation and selection of new technology solutions to be leveraged across multiple solutions/projects to maximize efficiency and effectiveness, ultimately resulting in technical design, and plan for even the most complex of problems to resolve business or technical needs/issues.
- Presents to executives and senior leadership the vision for the architecture or any new developments in the industry to influence information strategy for digital operations.
- Provides design leadership in large or complex development projects involving application development, migrations, additions to existing applications.
- Reviews and analyzes vendor RFP responses, determining a viable solution, and managing the completion of multiple, small and medium-scale projects.

- Duties included major analysis and research of solutions. Deep knowledge of RFP process, computer systems, networking, documentation.
- Prepared and managed meetings, presentations, project management from start to finish.
- Serves as technical lead, architect, or principal developer in course of large or complex project.
- Determines the needs of the customer groups across multiple projects, programs, or products while identifying and resolving conflicting requirements.

Mission1st Group Inc. Ft. Belvoir, VA
Sr. Systems Engineer (Contractor)

July 2019 – Sept 2020

- Researched, wrote, and reviewed responses to RFPs for information technology projects in support of the DoD.
- Managed the development/submission of business proposals and market research for government RFP opportunities.
- Assist in special projects to improve proposal processes and support government organization objectives
- Attended weekly and bi-weekly engagements with stake holders, updating engineering efforts.
- Provide assessments of infrastructure modernization/project costs, design concepts, or design changes. Evaluate/document design specifications, installation instructions, and other infrastructures/system related information.
- Created defined requirements for product features which can be easily understood by our engineering team
- Reviewed business proposals for source selection evaluation board.
- Evaluate current or emerging technologies to consider factors such as cost, portability, compatibility, or usability.
- Coordinated and managed teams in the development of RFPs for government projects.
- Managed the review of and response to market research for government projects.
- Conducted post modification validation and ongoing monitoring, as demanded by the initiative.
- Plan or execute the installation, upgrade, and/or tech refresh of infrastructure components, as required. Configure components to meet requirements and specifications. Develop or approve project plans, schedules, or budgets.
- Design, conduct, or review hardware or software test. Establish standards to ensure operational requirements, quality requirements, and design constraints are addressed. Evaluation existing infrastructure to determine effectiveness and suggest changes to meet requirements.
- Research, test, or verify proper functions of patches and fixes. Communicate project information through presentations, technical reports, or white papers. Analyze or predict system performance under different operating conditions.
- Train system users in system operation or maintenance. Perform security analysis of developed or package software components. Have an understanding and experience with large, complex IT projects and organizations; analyses information from multiple sources to compile a complete, holistic solution within their areas of expertise, and easily communicate those recommendations and issues to high-level commanders/ executives to influence decisions that support the organization overall strategic plan
- Developed system architecture that met federal and DoD cybersecurity requirements in accordance with FISMA.
- Developed and oversaw system requirements for cybersecurity framework in accordance with NIST 800-53.
- Develops Work Breakdown Structure (WBS) in support of future efforts.
- Supports in the development of Performance of Work Statements (PWS) to push future contract initiatives.
- Reviews and provides input to engineering packages such as EIPs, Red Line Drawings and Statement of Requirements (SOR).
- Assesses system engineering issues and develop risk reduction/mitigation approaches for improving engineering/program planning, control, and execution.
- Responsible for generation of simple/standard to middle complex Production Services estimates and proposals, and supporting the generation of IT Services Proposals requested from Business Partners

- Builds IGCE (Independent Government Cost Estimate) detailing the cost of project, schedule, and resources necessary to complete projects for overall acquisition packages.
- Developed market research packages to gather industry insight into future efforts.

STF Ltd. Stafford, VA
Systems Engineer (Contractor)

July 2018 – July 2019

- Develops and staffs DoD 5000 / Defense Acquisition System documentation.
- Participates in procurement-related activities that will assist government clients in getting programs of record through the acquisitions phases and milestones - with the end state being capable and sustainable equipment (e.g. System Specifications, Configuration Management Plans, Systems Engineering Plans, Test and Evaluation Plans, Integrated Master Schedules, Performance Work Statements, etc.).
- Assesses system engineering issues and develop risk reduction/mitigation approaches for improving engineering/program planning, control, and execution.
- Prepares and assist in presenting formal briefings.
- Assists in facilitating meetings and in capturing minutes and action items.
- Works closely with other members of the Integrated Product Team and will oversee the activities to provide training and mentorship to junior technical analyst.
- Makes recommendations in regard to change in standard operating procedures to create efficiencies, requests for increase of personnel (FTEs), and increases in funding requirements as needed.
- Writes organization administrative standard operating procedures and policies for use in an organization.
- Analyzed and recommended effective modifications and improved efficiency of systems.
- Participated in and facilitated systems analysis and design events.
- Track and manage tasks through to completion.
- Mapped and documented performance specifications for satellite systems.
- Provided detailed compliance matrices, storyboard worksheets, assignments, and due dates.
- Lead and guided a diverse team of functional and technical experts to deliver the workable solutions.
- Defined and factor in performance, scalability, availability, resiliency, security, and maintainability when making technology selection and application.
- Partner and collaborate with the key stakeholders and domain architects to develop architecture roadmaps to drive key strategic initiatives. E.g., the current state architecture, transition state architecture, and the target state architecture.

KForce, Washington, D.C.
System Analyst (Contractor)

October 2017 -June 2018

- Performs on-site or in-house servicing, repair and or installation of VoIP systems in accordance with contractual Service Level Agreements (SLA)s.
- Provided technical support to customers on Operational & Maintenance (O&M) aspects of VoIP and legacy Cisco systems for the DOT OCIO.
- Served as customer contact on technical and service-related voice and VoIP systems problems.
- Diagnosed mechanical, hardware, software and system failures utilizing established voice, telecommunication, and Cisco system troubleshooting practices.
- Determined most cost-effective repair/resolution to minimize customer downtime.
- Prepared reports for analysis of product failure trends and service availability matters.
- Supported on-site staff in creating System Acceptance Test, Security and Customer cutover Plans.
- Acts autonomously to determine methods and procedures on new assignments.
- Performs daily maintenance/repair/project tasks independently and provides updates to on-site management as requested/warranted.
- Analyze current O&M processes with a desire to constantly improve customer experience.
- Developed standard operating procedures and applied continuous improvement methods to business processes in an effort to identify and fill the human capital needs of a new federal agency.

- Monitored and drove process development/ improvement in all aspects of management and non-management human capital processes utilizing qualitative and quantitative metrics
- Created user accounts for database systems.
- Makes recommendations in regard to change in standard operating procedures to create efficiencies, requests for increase of personnel (FTEs), and increases in funding requirements as needed.
- Configured and administered wired/wireless network consisting of servers, hosts, CPE modems, base stations, and VLAN switches.
- Developed programs to support system-enhanced systematic internal reviews.
- Prepared for system audits and reviews.

AOC Connect, Chantilly, VA
Telecom/Project Manager (Permanent)

June 2016 – October 2017

- Created monthly financial forecasts and monthly status reports to ensure projects were timely and within projected scope for IT business office, PSE Operations, project management and CIO.
- Oversaw the ordering, PO approval process and installation of the network equipment supporting both IT and Telecom.
- Managed large-scale telecommunications projects within PSE's network including private fiber, microwave, radio and leased lines.
- Successfully managed Project Life Cycle and processes and initiated solutions for reducing cost for projects.
- Coordinated project and ensured compliance with estimated costs and timelines.
- Managed the technical assessment and installation, according to company wide software and hardware standards.
- Generated over \$600,000 in annual cost savings by successfully negotiating a new service provider contract for long distance service for all branches. Planned and lead the project to convert all branch office to new service provider, without any service interruption to staff or clients.
- Resolved customer complaints about disruption in customer working environments caused by long Optical Network installation periods and on-site assembly process.
- Obtained approvals by reviewing the proposal with key providers and project managers.
- Writes organization administrative standard operating procedures (SOPs) and policies.

eScience & Technology Solutions, Inc. (eSTS), Stafford, VA
Telecom/Engineering Program Analyst (Contractor)

October 2015 - June 2016

- Provide technical subject matter expertise (SME) to the Product Manager (Tier I through III) for the Marine Corps Systems Command Emergency Response Systems (ERS) Program, Base Telephone Infrastructure (BTI) Project Office.
- Conduct technical research, review, analysis and preparation of relevant technical documentation for new program capabilities.
- Conduct systems evaluations and product assessments to determine the suitability of new technology and equipment, to include:
 - In-depth analysis and high-quality architectural products to support program capabilities.
 - Analysis and written reports on market research and trend analyses.
 - Analysis of Alternatives (AoA).
- Development, review and editing of technical engineering documentation products (e.g., technical metrics data reports, test, and evaluation plans/test strategies)
 - Includes critical program documents such as the Systems Engineering Plan (SEP), Test and Evaluation Master Plan (TEMP), test strategies supporting Developmental Test and Evaluation (DT&E) and Operational Test and Evaluation (OT&E), and Information Support Plan (ISP).
- Review—engineering documents and provide constructive and solution-oriented comments via the Comments Resolution matrix (CRM).
- Validate and verify Training Manuals and Technical Data Packages (TDP).
- Review and provide comments on submitted Engineering Change Proposals:

- Conduct analysis, assessments and monitor ECPs.
- Provide an analysis of identified issues, concerns and risks to the Tier II IPT Leads.
- Assess ECPs to reduce cost, increase quality, to correct safety deficiencies, correct defects, improve security, and improve mission capabilities across the entire spectrum, process and organization.
- Determine impacts to funding shortfalls, fielding timeframes and logistic footprint that impact Manpower, Personnel and Training development.
- Support all aspects of the Joint Capabilities Integration and Development System (JCIDS) cycle of review and testing.
- Participate in the Configuration Control Board to support the coordination of approved changes.
- Writes organization administrative standard operating procedures (SOPs) and policies for use in an organization.
- Review a variety of other areas of concern that impact the organization, such as but not limited to, telework, equipment, training, travel, personnel, employee on-boarding, employee Leave & Entitlement programs, and internal controls.

CACI, Fairfax, VA

July 2013 – September 2015

Telecommunications Analyst (Contractor)

- Responsible for participating in promoting, improving, maintaining and supporting all telecommunications services and/or systems.
- Serves as a liaison to users, departments and vendors by providing the assistance on all aspects of telecommunications services and systems used throughout the organization.
- Hands on experience of server operating systems, security and remote access.
- Working with Internet Protocols routing. Open Shortest Path First (OSPF), Border Gateway Protocol (BGP) and Product Information Management (PIM).
- Knowledge and experience with Firewalls, including CISCO and Juniper.
- Able to work as part of a team, and work shifts, evenings and weekends.
- Assists in all service / system upgrades while being a team player involving telecommunications and networking projects
- Provides hands-on assistance involving troubleshooting and diagnostic support for all related systems, equipment failures or service issues.
- Participated in building and maintaining the wireless communications network for multiple sites.
- Installs and tests communication equipment.

Germanna Community College
Full Time Student

August 2011-July 2013

United States Marine Corps
Tropo-Scatter Multi Channel Equipment Operator (MOS 0623)

June 2007-June 2011

- **Tactical Communications Site Chief, Iraq (2009-2010)**
 - Planned, implemented and supervised the strategic communications architecture, asset support, maintenance, and embarkation of personnel during real world operations and supporting exercises resulting almost 100% continuous connectivity for over 30,000 users.
 - Lead, trained, and mentored a section of 15 personnel and equipment worth \$115 million, in a combat environment, providing logistics support throughout the area of Kuwait and Iraq.
 - Experienced in crisis response situations requiring decisive and thorough problem-solving skills.
 - Designed a complex telephone system for 300 units during Enduring Freedom.

- Provided innovative and resourceful approaches to problem identification and resolution for various communication networks in a deployed tactical environment. Systems involved included AN/PRC-117F, AN/MRC-142 and SINCGARS assets.
- As Subject Matter Expert (SME), provided key reports pertaining to the testing, evaluation and acquisition of the AN/TRC-170 replacement antenna.
- Tested new concepts regarding relay stations and handheld radio communication, extensively researched technology to give commanders better command and control capability.
- Assisted base telephone section with installation of new digital equipment and installing underground cables and fiber.
- Experienced in reading and following schematics and wiring diagrams and troubleshooting complex Radio Frequency high power delivery systems to the module level.
- Familiarity with Analyzers, Signal Generators, Network analyzers.
- Sound knowledge of RF Theory and wireless communications.
- Solid working experience with microwave assemblies.

PROFICIENCIES

- Experienced in all media communications: Cloud Computing Telephone, Internet, Video-teleconference, Fax
- Proficient in using Microsoft Office Suite: Word, Excel, Access, PowerPoint, Outlook

EDUCATION

- Bachelor of Science in I.T. Management; Trident University International: May 2019.
- Credits Towards Associates Degree (General Studies); Germanna Community College, 2013
- ITIL Foundation v4: July 2019
- AWS Certified Cloud Practitioner: July 2021
- AWS Certified Solutions Architect – Associate July 2021

ADDITIONAL CERTIFICATIONS AND TRAINING

- ITIL Foundation v4 -2019
- Derivative Classification- 2019
- Original Classification- 2019
- Introduction to Information Security- 2019
- Defense Acquisition University- CLE 003 – 2018
- Defense Acquisition University- ENG 101 - 2018