

IT Administrator / Director IT Administrator / Director System Administrator West Palm Beach, FL

Looking to apply my experience and skills to help attain organizational goals and objectives. To enhance knowledge for professional growth in the field of Information security and elevate to higher achievements in career and procure responsibilities that account on the basis of performance and diligent work.

Work Experience IT Administrator / Director FYZICAL/ Palm Beach Urgent Care
October 2014 to December 2015 Managing all IT related projects for both FYZICAL and COACH Comp America

- Provide reports to management on key metrics pertaining to security-related issues
- Monitoring the use of applications and preventing unauthorized access to company IT resources
- Develop, review and evaluate Security Plans based on HIPPA and PCI Standards
- Investigates possible security breaches identified through review of audit reports and follows up accordingly with departments or management
- Builds and supports new technology solutions as required to support organizations objectives relative to information security
- Performs risk assessments to ensure organization data remains protected by assessing departments and individuals on their data integrity and reporting and acting on any issues
- Create and recommend a system for updating training materials, monitoring training progress and documenting completed training
- Communicate with peers by sharing (department) "best practices" and providing accurate, thorough documentation on "best practices" or other documentation tools
- Develops and implements consistency in the methods used to access user rights and access are identified in each system/application by maintaining employee access rights to files
- Responsible for monitoring compliance with information security policies by coaching others within the organization on acceptable uses of information technology and how to protect organization systems
- Maintains and develops expertise with all current, and future, organization policies and procedures relating to information technology
- Working closely with vendors to make sure all organization policies met

Develop Disaster Preparedness and Recover plans for for both organizations in case of severe weather.

Enterprise Security Architect Pyramid Engineering and Construction Inc - Miami, FL
December 2012 to October 2013 Collaborate with team via Microsoft SharePoint Provided guidance in Security Enterprise tools & hardening of network servers. Provided technical expertise

for network architectures and feasibility for future designs Consulted with project teams to fit projects to security architecture, as well as identified when it was necessary to modify the security architecture to accommodate project needs Analyzed and defined security requirements for networks, applications/ systems, end user computing, mobility, and data center technologies and solutions Determined security requirements by evaluating business strategies and requirements; researching information security standards; conducting system security and vulnerability analysis and risk assessments; studying architecture/platform; identifying integration issues; preparing cost estimates Developed policies regarding secure coding & standards including design, coding, data and UI patterns

Jr. Network Security Analyst Optenet - Miami, FL August 2010 to November 2012

Monitored and analyzed Intrusion Detection Systems (IDS) to identify security issues for remediation

Performed periodic and on-demand system audits and vulnerability assessments, including user accounts, application access, file system and external Web integrity scans to determine compliance

Monitored ticketing system to resolve day to day network and security issues Operated, maintained, and managed various network security devices such as Nessus and Wireshark

Evaluated firewall change requests and assessed organizational risk Reviewed and updated Risk Assessments in accordance with NIST Special Publication 800-30 guidelines Investigated, and recommended and monitored implementations of new security products and services Assisted end-users and IT specialists by phone and email with first-level technical support Recognized potential, successful, and unsuccessful intrusion attempts and compromises thorough reviews and analysis of relevant event detail and summary information Ensured the integrity and protection of networks, systems, and applications by technical enforcement of organizational security policies, through monitoring of vulnerability scanning devices

Jr. Network Engineer University of Maryland Eastern Shore - Princess Anne, MD September 2008 to May 2010

Developed and maintained new security policies, procedures, and/or guidelines that allowed greater standardization and more effective management of information security measures. Architected and implemented required security measures to ensure integrity of consolidated hardware, software, network and data assets

Coordinated internal compliance review and monitored activities for Network Operations, including

periodic reviews of departments within the Network Operations functional unit and collaborated with Internal Audit Developed configuration standards for: firewalls, wireless, VPNs, servers, applications, databases, and other infrastructure components that are assets of Network Operations

Assisted in planning and monitoring networks, systems and controlled areas Conducted vulnerability assessments and audits of network devices Specified, installed, configured and used hardware and software diagnostic tools required to determine the adequacy and/or operational capabilities of network security processes Contacted customers with infected computers or networks, or any customer that is compromising the Consolidated network Assigned group policy to users on the network. Ensured that user privileges are in accordance to the company's security policy. Performed system updates; and also installed patches, in order to avoid zero day attacks

Education Master of Science in Information Security in Information Security Nova Southeastern University - Fort Lauderdale, FL Bachelor of Science in Computer Science in Computer Science University of Maryland Eastern Shore - Princess Anne, MD Associate of Science in Management Information Systems in Management Information Systems Zambia Center for Accountancy Studies - Lusaka, ZM Skills Exchange Server, Office 360 setup, Network Administration (2 years), Hardware and Software Installation, Network Setup, Server (5 years), Data migration (3 years)

Certifications/Licenses Security+ ITIL Foundation Additional Information SKILLS Ability to develop migration plans for legacy systems to newer systems Working Knowledge of MS Office 365 setup

Work effectively in a team environment and participate in collaborative initiatives that foster the mutual exchange of knowledge and expertise Ability to multi-task, work independently and as part of a team, share workloads, and deal with sudden shifts in project priorities Excellent interpersonal skills and verbal/written communication skills Penetration testing and vulnerability scanning

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