

Regional Security Control Room Operator Regional Security Control Room Operator Regional Security Control Room Operator - Barclays Stanhope, NJ Experienced and self-motivated individual with proficient computer literacy and adaptable skill set seeking new challenges and growth opportunities. Work Experience Regional Security Control Room Operator Barclays - Whippany, NJ February 2019 to Present Receive and respond to routine and emergency communication from client employees, outside vendors, law enforcement, and the security field force via telephone, e-mail, automated alarm monitoring, and radio systems. Evaluate global incidents that may impact employees or offices and escalate promptly to security management and subsequently to other departments outside and within the Joint Operations Centre. Make discretion-based decisions and exercise action during high tension and stressful situations. Represent the front-line of Barclays' incident/crisis management by utilizing situational awareness of issues around the world through internet observation and news media reporting. Coordinate appropriate internal and external resources available to Barclays to manage the situation. Fulfilled the daily routine in the RSCR by locating and identifying defective cameras, card readers, and alarms to our Ground Security and Technical teams Conducted investigations assigned to my team in a diligent and ethical manner as well as following the guidelines that must take place pre-investigation. Maintained and coordinated an organized workstation each shift to ensure the appropriate resources are ready at a moment's notice in addition to filing critical documents, reports, and any on-going correspondence to facilitate smooth transitions between shifts. PIA/Invoicing Case Analyst Solix - Parsippany, NJ February 2018 to October 2018 Coordinated closely with school and library officials to quickly and efficiently audit applications for the E-rate Program funded by the Universal Service Administrative Company. Skillfully operated a combination of extensive computer programs as tools to complete the assessment of information provided for applications. Worked in combined effort with management and specialized teams to validate applicant information in accordance with the requirements of the Universal Service Administrative Company. Analyzed bills for telecommunications and information services in accordance with the program's rules to determine the validity of the funding requested by the applicants. Marketing/ IT Manager HMII - Hackettstown,

NJ May 2016 to February 2018 Developed marketing strategies to attract potential leads through website advertisements and Act e-mail campaigns. Proficiently utilized Microsoft and Adobe programs to complete a variety of different tasks needed to complete company goals. Skillfully navigated Wordpress and GoDaddy to manage the company's websites. Disassembled and reassembled a variety of different lighting fixtures and monitors in need of repair. Preserved the flexibility to adapt quickly and function at a high-level based upon the company's needs. Retail Merchandiser PepsiCo Beverage Company - East Hanover, NJ April 2014 to February 2018 Managed shelf-space that is leased by PepsiCo. Handled merchandise that was purchased by the customers, as well as keeping the product rotated, organized, counted, and set to a planogram. Worked with account managers to strategize about product management, and also to provide a solution to any problems they may be experiencing. Maintained a role of individual responsibility to properly complete tasks in a timely and sensible manner as a representative of PepsiCo. Education Associate of Science in Criminal Justice in Criminal Justice Sussex County Community College - Newton, NJ September 2012 to 2015 Certifications/Licenses SORA February 2019 to February 2021 CPR, AED, and Basic First Aid February 2019 to February 2021 Additional Information INTERPERSONAL SKILLS Consistently work with a team of people efficiently. Proficient understanding of people, including an ability to communicate to meet the needs of those I work with. Ability to complete multiple tasks without losing sight of the initial goal.

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