Database Analyst and System Administrator Database Analyst and System Administrator Video Editor Bowie, MD Authorized to work in the US for any employer Work Experience Database Analyst and System Administrator NALCOMIS June 2010 to June 2014 U.S. Marine Corps: Marine Corps Base Kaneohe Bay, Hawaii   Subject matter expert; maintained, troubleshoot, repaired, and ensured optimal operation of Naval Aviation Logistics Command Management Information Systems (NALCOMIS) database, R-SUPPLY (Relational Supply) database, and NALC (Naval Aviation Logistics Center) database servers   Analyzed the capabilities of the third party application already in the NALCOMIS environment   Performed daily NALCOMIS hard drive backups, and system restores as needed   Reviewed, installed, and tracked current system updates for (IAVAs) Information Assurance Vulnerability Alerts, Anti-Virus Patches, Reflection-X Patches, and (DAPs) Data Alignment Programs   Drafted Contingency Plans and Standard Operating Procedures (SOPs) for G5, G6, VE Servers, and NALCOMIS Organizational Maintenance Activity (OMA) and Intermediate Maintenance Activity (IMA) Applications   Tracked and documented monthly/quarterly/yearly reports for all aircraft, engine, and daily life support maintenance requirements for more than 500 aircraft of 6 different aircraft models   Properly documented receipt, transfer, removal, and installation of more than 300 aircraft system components for more than 500+ aircraft   Annotated and tracked aircraft technical directives, inspections, life cycles, component removals and replacements, high-time components, and all miscellaneous entries pertaining to Naval aviation   Tracked and documented monthly/quarterly/yearly reports for all aircraft, engine, and daily life support maintenance requirements for more than 500 aircraft of 6 different aircraft models   Key Skills and Attributes   Metrics/Trend Analysis   Microsoft Office/Windows Expert   Lean Six Sigma/Process Improvement   Red Hat Linux ES/UNIX   Ripple Effect Identifier   Technical Problem Solver   Information Assurance Trained   Microsoft SQL Server/Scripting   Multi-Task Oriented/Time Management   Avid   Personal/Professional Development   Program Manager   Highly-Effective Leader   Compressor   DVD Studio Pro   Proficient with Avid Media Composer   Scriptwriting   Adobe Suite Education Associates in the Arts-Digital Cinematography in Arts-Digital Cinematography Art Institute of Washington - Arlington, VA June 2017 Skills Adobe

Premiere (3 years), Avid Media Composer (3 years), Adobe After Effects (3 years), Adobe Photoshop (2 years), Aviation Administration (5 years), Data Entry (5 years), Data Analysis (5 years), Database Management (5 years), Logistics Management (5 years), Administrative Skills (5 years), Administrative Support (5 years), Customer Service (5 years), Analytics (4 years), Military (5 years), Leadership Development (5 years), Leadership Training (5 years) Military Service Branch: United States Marine Copr Service Country: United States Rank: E-4/Corporal November 2009 to June 2014 NALCOMIS Database Analyst and System Administrator   Subject matter expert; maintained, troubleshoot, repaired, and ensured optimal operation of Naval Aviation Logistics Command Management Information Systems (NALCOMIS) database, R-SUPPLY (Relational Supply) database, and NALC (Naval Aviation Logistics Center) database servers

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