

Systems Administrator Systems Administrator System Administrator Annandale, VA Exceptional Network System Administrator with 4 years of experience in network installation, configuration, troubleshooting, and management. Expertise in network security analysis and wireless security with excellent client service skills. Currently possess a DoD Secret Security Clearance. Work Experience Systems Administrator United States Navy - Virginia Beach, VA April 2017 to Present a team of 8 personnel on the installation, operation, and maintenance of multiple network server's worth over \$2M with 300 clients to ensure 99% readiness. Ensure compliance with security updates to reduce vulnerabilities. Monitor logs for suspicious activity and take action according to established protocols. Enforce safety and risk management practices resulting in zero safety violations during safety inspections. Awarded the Army Achievement Medal and the Navy Achievement Medal for management of an IT and maintenance team with zero downtime and zero vulnerabilities. Electronics Technician United States Navy - Norfolk, VA January 2014 to April 2017 Served as the lead communication technician on electronic communications equipment for surface ship. Performed maintenance on cryptographic and communications equipment to maintain 100% uptime.

Performed corrective maintenance using test equipment, schematics and block diagrams. Acquire and maintain extensive knowledge on equipment. Create and repair electronic cables and connectors using established procedures. Served as the lead calibration technician and ensured calibration of tools and test equipment to maintain communications gear. Sales and Service Specialist Bank of America - Falls Church, VA January 2013 to December 2013 Open accounts and show customers how to access and manage their accounts Establish, retain and deepen relationships with branch customers and potential customers to achieve team sales goals and provide quality customer service Identify opportunities to refer a customer to teammate or specialist to discuss services and products Resolve service issues for consumer and business customers Ensure a high quality, meaningful, customer experience Process transactions accurately and efficiently to build customer confidence and trust, based on established policies and procedures Teller Bank of America - Falls Church, VA September 2011 to December 2012 Explain and promote bank products and services to customers Assist customers with performing complex

transactions    Process high quantities of cash transactions including withdrawals and deposits  
Receive and verify loan payments and mortgage payments    Comply with company policy and  
detect fraudulent activity    Maintain knowledge of consumer products, account restrictions and fees  
Ensure transaction validity and integrity    Awarded among top tellers in Falls Church District in  
third and fourth quarters Education Standard Degree Chantilly High School - Chantilly, VA 2010 A.S.  
Northern Virginia Community College - Annandale, VA Skills Networking, Troubleshooting,  
Maintenance, Microsoft Word, Active Directory, Security, MS Office, Vmware (4 years), Linux (4  
years), Windows Server (4 years), System Admin, System Administrator, Linux Administrator  
Military Service Branch: United States Navy Rank: Petty Officer Second Class  
Certifications/Licenses CompTIA A+ March 2019 to March 2022 CompTIA Security+ July 2019 to  
July 2022

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