

ZOE QUINLAN

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EDUCATION

Florida International University

BSc Information Technology – Software | Minor in Project Management

Miami, FL

Aug 2016 – May 2019

Clarence Fitzroy Bryant College

AA Information & Communication Technology

Basseterre, St. Kitts

Aug 2013 – May 2015

EMPLOYMENT

Deloitte

Hermitage, TN

Threat & Vulnerability Analyst – Office of the CISO

Oct 2021 – Present

- Research and respond to client inquiries within stipulated timeframe.
- Review and analyze vulnerability data to mitigate threats before they arise.
- Identify, track, research, and provide corrective consultation for threat intelligence.
- Raised member firm BitSight rating 110 points in 7 months.
- Create and maintain process guides for vulnerability remediation.

July 2019 – Sept 2021

Associate TMO Analyst – Program Management Office (PMO)

- Ensured consistent delivery of PMO standards by coordinating Talent portfolio schedules, milestones, and financials.
- Drove quality through the creation and maintenance of project documentation (i.e.: project plans, SOWs, status reports)
- Led all onboarding and offboarding across the PMO to reduce downtime and optimize resources.
- Enabled a smooth transition for PMO new hires and interns via organizing training, access management and assessments.
- Improved resource management, training, and communication by identifying roadblocks and implementing efficiencies.
- Co-led several technology projects and program initiatives successfully to completion.

ITS Program Management Office Intern

June 2018 – August 2018

- Provided portfolio support for period end portfolio reporting, data analysis, and data presentation of the Risk & Brand Protection and Office of General Council portfolios
- Analyzed, coordinated, and presented a comprehensive social media plan for the Project Management Office.

ITS Technology Support Services Intern (Miami Office)

June 2017 – August 2017

- Reimaged and updated at least 50 Windows systems, and at least 5 Mac OS systems throughout the internship.
- Acted as the first line of technical support for all clients and visitors via in-person, email, or telephone requested tickets.

CERTIFICATES & SKILLS

CERTIFICATES: Certified SAE 5 Agilist, Level 3 Well-being Wizard, Microsoft Azure Security Engineer Associate (*in progress*)

TOOLS & SOFTWARE SETS: Microsoft Project, Microsoft Visio, Active Director Server, Remote Server Administration Tools, ServiceNow ITBM, SCCM, SharePoint, SQL Server Management Studio, WordPress, Microsoft Visual Studio, Perception Monitoring Tools (BitSight, SecurityScorecard, Risk Recon, Black Kite), Vulnerability Management Tools (Qualys, Kenna, Vulcan).

PROGRAMMING & CODING: C, Java, HTML, SQL, PHP, CSS

CONTINUED LEARNING: SEC401 - SANS Institute

ADDITIONAL SKILLS: Conflict Resolution, Strong Communications, Teamwork, Problem-Solving, Public Speaking

COMMUNITY INVOLVEMENT

- Deloitte National Diversity, Equity & Inclusion Committee & Well-being Wizard
- Hermitage Well-being Committee Chair
- tnAchieves Mentor & UStrive College Mentor
- L'Evate Leadership – Class of 2022
- FIU Upsilon Pi Epsilon Alumni Association
- Alpha Kappa Psi Alumni Association
- Deloitte Black & Allies Committee – Southeast Hub HBCU Relations Lead
- Deloitte Dazzlers Toastmasters Club
- Campus-hires Opportunities for Reaching Excellence (CORE) FY22 Cohort Co-lead