Denis Tolochko

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Open to remote roles | Target Salary: $160,000+

# Professional Summary

Experienced IT infrastructure and systems specialist with 15+ years in technical operations, compliance alignment, and process documentation. Successfully led infrastructure governance efforts during a full company acquisition (Praedicat → Moody’s), including decommissioning, audit prep, and policy integration. Strong technical writing and IT governance skills combined with hands-on experience across cloud environments, endpoint security, and internal controls. Skilled in translating complex technical processes into clear, actionable documentation.

# Core Competencies

IT Governance & Compliance, Policy & Procedure Documentation, Technical Writing & Editing, Audit Coordination & Evidence Response, Risk Management Support, Process Modeling (Visio, Draw.io), SharePoint & Planner (M365 Suite), Agile Collaboration & Jira, Power BI (basic report usage/interpretation), Cross-functional Communication

# Professional Experience

## Moody’s Corporation – Culver City, CA (Remote/Hybrid)

Sr. Technical Support Analyst  
Oct 2024 – Jul 2025

- Directed infrastructure decommissioning and documentation during Moody’s acquisition of Praedicat.  
- Created and maintained policy documentation, audit evidence, and access control records.  
- Coordinated with security and compliance teams to ensure audit readiness.  
- Supported global IT teams through documentation of transitions and internal process changes.

## Praedicat, Inc. – Culver City, CA

Sr. Systems Administrator & IT Engineer  
Nov 2018 – Oct 2024

- Led technical documentation efforts during cloud migration and hybrid support transitions.  
- Produced internal policy documentation for M365, AWS usage, and infrastructure hardening.  
- Collaborated with developers and security leads to produce actionable compliance reports.  
- Provided structured documentation and walkthroughs for technical SOPs, user access, and backup procedures.

## T3Leads – Encino, CA

Systems Administrator / Security Analyst  
2012 – 2018

- Created IT process documentation covering backup strategy, security audits, and internal SOPs.  
- Supported penetration testing teams and led internal remediation documentation.  
- Implemented regular evidence logs for endpoint compliance, vulnerability scans, and infrastructure changes.

# Education

Tomsk State University – Tomsk, Russia  
Law Degree, specialization in Civil Law  
Thesis: Sales Contract in Civil Law  
  
Yurga Technical College of Industry and Law – Yurga, Russia  
Technician in CNC Machine Programming

# Tools & Platforms

Microsoft Visio, Planner, SharePoint Online  
Jira, Confluence, Slack  
Power BI (report review & dashboard use)  
Git, GitHub, CI/CD workflows  
M365 Admin, AWS Console, Azure Portal

# Endorsement

"I strongly recommend Denis! He’s resourceful, clever, and patient. For 6 years he did everything IT-related at Praedicat. An essential team member."  
— Coworker testimonial

# Links

Portfolio / Resume Site (Hugo-based CI/CD): Coming soon – f12.tech  
Telegram: Available upon request