

PRIYA BHAGWANDEEN

PROFESSIONAL SUMMARY

Cybersecurity Assistant who is passionate about connecting security architecture plans and practices with security standards and business objectives. Extensive experience building and testing security frameworks for cloud-based services. Proficient in strong network defense strategies. A computer security professional with significant industry experience. Demonstrated ability to recognize company risks and compliance concerns and propose proactive solutions. Background design and implementation of layered network security techniques. Detail-oriented team player with excellent organization skills. Capability to manage numerous projects simultaneously with high accuracy. Organized and dependable candidate who excels at handling various priorities while maintaining a good attitude. Willingness to take on more responsibility to achieve team goals.

KEY SKILLS

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|----------------------------|--------------------------|------------------------------|------------------------------------|
| • CYBERSECURITY | • SIEM DATA & SEIM TOOLS | • SYSTEM HARDENING | • PENETRATION TESTING |
| • VIRTUAL PRIVATE NETWORKS | | | • ETHICAL HACKING |
| • LINUX OPERATING SYSTEM | • NETWORK SECURITY | • ALGORITHMS | • PYTHON PROGRAMMING |
| • FORNIET | • SECURITY+ | • DATA SCIENCE | • FLUTTER |
| • RISK MANAGEMENT | • FIREWALLS | • INTRUSION DETECTION SYSTEM | • PROCESS AUTOMATION |
| • THREAT ANALYSIS | • INCIDENT RESPONSE | | • BLOCKCHAIN |
| • DATA ANALYSIS | • CLOUD SECURITY | • SECURITY TOOLS | • COMMUNICATION & TECHNICAL SKILLS |
| • ENDPOINT SECURITY | | | |

WORK HISTORY

- CYBERSECURITY ASSISTANT** 11/2023 to 2025
Ministry Of Rural Development and Local Government
- Conducting security audits to detect weaknesses.
 - Risk studies were conducted to determine effective security countermeasures. Developed strategies to protect computer files against change, destruction, or disclosure.
 - Secure sensitive information, data was encrypted and firewalls were put in place. Recommend improvements to security systems and processes.
 - Completed papers, identifying discrepancies and quickly addressing them for resolution.
 - Proven ability to learn rapidly and adjust to changing conditions. When faced with tough problems, shown a great level of initiative and ingenuity.
 - Working on collaborative projects allowed me to develop great communication and organizational abilities.
 - Resolved issues, enhanced operations, and delivered great service.

As a Cybersecurity Assistant, I played a key role in enhancing the organization's digital security framework and supporting broader ICT initiatives. I was responsible for the successful development and completion of several Key Performance Indicators (KPIs) that advanced both operational efficiency and cyber resilience.

Key contributions included the creation of detailed process maps and future-state network diagrams to visualize and streamline workflow transitions across departments. I helped design the target network architecture with a focus on secure remote access through Virtual Private Networks (VPNs) and enforced robust security protocols.

I was also instrumental in drafting and updating organizational policies, including those governing the online property tax payment system, ensuring its integrity, compliance with data protection standards, and user accessibility. In addition, I contributed to the development of building-wide and departmental security policies, which addressed both physical and digital access controls.

To support continuity and capacity-building within the ICT team, I developed and distributed Desk Manuals and Best Practice Guides tailored to the needs of the ICT Security role. These documents covered key responsibilities, incident response procedures, software usage instructions, and internal collaboration standards.

Throughout my tenure, I demonstrated a strong capacity to quickly learn and adapt to new technologies and software platforms, including cybersecurity monitoring tools, risk assessment software, and data analytics systems. I maintained a professional and courteous demeanor, emphasizing respect, kindness, and a consistent willingness to assist colleagues, which contributed to a positive and collaborative team environment.

In the course of my work, I acquired extensive knowledge of cybersecurity, particularly in the areas of threat analysis, vulnerability management, reporting, and governance. I consistently provided expert guidance and technical support, contributing to the organization's ability to prevent, detect, and respond to cyber threats effectively.

- **Technical Proficiency:** Demonstrated strong technical understanding of cybersecurity principles, network security, and system analysis. Rapidly mastered new tools and platforms with minimal supervision.
- **Policy Development:** Played a key role in drafting and implementing operational and security policies that significantly improved compliance and user security.
- **Documentation & Knowledge Sharing:** Produced high-quality documentation, including desk manuals and best practice guides, supporting team efficiency and knowledge retention.
- **Collaboration & Communication:** Maintained excellent working relationships across departments, showing professionalism, empathy, and a proactive approach to problem-solving.
- **Overall Impact:** Exceeded expectations in the role of Cybersecurity Assistant. Actively contributed to the improvement of digital security infrastructure and organizational resilience.

REMOTE DATA ENTRY CLERK 08/2023 to Current
Continental Air Conditioning

- Verified data files prior to entry to maintain high data accuracy.
- Completed data entry tasks with accuracy and efficiency.
- Corrected data entry errors to prevent duplication or data degradation.
- Analyzed current data records to provide detailed reports.
- Managed and organized documents for data entry tasks.
- Conducted audits of existing data entry processes.
- Updated and maintained customer information, documents and records.
- Assisted with developing data entry processes.
- Used computer software to store and retrieve data.
- Worked well in a team setting, providing support and guidance.

DATA ENTRY CLERK 01/2020 to 03/2023

Reform Industrial Supply LTD

- Transfer data from paper formats into computer files or database systems using keyboards, data recorders or optical scanners
- Type in data provided directly from customers
- Create spreadsheets with large numbers of figures without mistakes
- Verify data by comparing it to source documents
- Manage Payroll with QuickBooks Time & File Taxes
- Retrieve data from the database or electronic files as requested
- Perform regular backups to ensure data preservation
- Completed data entry tasks with accuracy and efficiency.
- Organized, sorted, and checked input data against original documents.
- Verified accuracy of data entered into system to produce error-free reports.
- Followed established procedures to enter and process data correctly.

EDUCATION

Udemy

Completed Coursework:

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| • Flutter | • Security+ | • Cisco CyberOps | • AWS Certified Developer |
| • Machine Learning A-Z: AI, Python & R + ChatGPT | • Network + | • Complete Cyber Security | • AWS Certified Cloud Practitioner |
| • Recursion, Algorithms and Data Structures | • Power BI | • Anonymous Browsing | • AWS Certified Solutions Architect |
| • Complete Cyber Security: Network Security A-Z | • Complete Networking Fundamental | • Complete Cyber Security End Point Protection | • Microsoft Azure Data |
| | • Complete Ethical Hacking | • Complete Artificial Intelligence for Cyber Security | • Microsoft Azure AI |
| | • Data Science | | |

London Metropolitan University

Bachelors in Computer Science, Computer Science and Programming, 2021

- Degree Awarded with First Class Honors at London Metropolitan University
- Completed University-level Coursework: Programming, Research Project, Oracle
- E-commerce: Implementing a Local Business on a functional website

School of Accounting and Management

Level 5 Diploma – Information Technology, 2020

School of Accounting and Management

Level 4 Diploma – Information Technology, 2018

REFERENCES

- Anesh Roopnarine, Business Transformation Programme Manager at Unipet
746-0970
- Norisha Hassanali, Managing Director Reform Industrial Supply LTD
790-5789
- Shiva Rajack, ICT Officer Penal Debe Regional Corporation
385-4457