

Education

- MBA, Finance Degree - University of Arizona: 2015
 - Accounting Degree - University of Arizona: 2007
 - ISO 27001 Lead Auditor Certification - PECB: 2016
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Professional Experience

Security Consultant - NCC Group, Inc.

2015-Present

- Project management and technical coordination for 20+ tech-based clients
- Risk management and security consulting based on the following frameworks:
 - ISO, SSAE16 SOC2, NIST 800, HIPAA
- Plan, execute, and report on internal audit programs for certification and surveillance
 - Leverage primarily AWS technologies including Cloudtrail and Trusted Advisor
- Create and review corporate security policies
- Assess and advise on state of technology infrastructure using the following tools:
 - Git, JIRA, AWS, Docker, Splunk, SUMO, Elk, LaTeX, Basecamp
- Generate and peer review customer-facing documents

Assistant Director, Entrepreneurship - University of Arizona

2012-2015

- Coordinate capital infrastructure projects totaling over \$2.8 Million over 18 months
- Create and negotiate \$1.5M annual budget based on multiple fund sources
- Responsible for the stewardship of \$14M in endowed funds
- Generate and analyze financial reports to guide business decisions
- Generate cost predictions with 96% accuracy
- Create 3-5 grant proposals per year and report progress to funding agency
- Manage 5 administrative support personnel

Vice Chair & Treasurer of the Board – CITY Center

2012-2015

- Approve annual budget of ~\$1.4M and operational decisions
- Create and implement performance evaluation of Executive Director
- Ensure Arizona state academic standards are met and audit benchmarks are achieved

Accountant II – Ridgeway Group Inc.

2011-2012

- Manage monthly internal audits and report results
- Generate and analyze sales reports to guide business decisions and predict future sales
- Prepare and present quarterly financial statements to CEO
- Design and implemented \$4 million budget process including review
- Manage \$70,000 bi-weekly payroll for 25+ employees
- Invoice and report 12 SBIR government contracts

Peace Corps Volunteer – South Africa

2008-2010

- Plan, coordinate, and implement over 30 community events
 - Teach 270 college students vocational skills including:
 - Project design & management, accounting through simulation, life skills, and leadership
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Additional experience and references available upon request