

Maxwell McGrady

Information Technology Intern

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Harwich, Massachusetts 02645

Motivated student skilled in troubleshooting and maintenance of computers and computer systems looking to gain valuable experience in a professional setting. Expertly handles hardware and software installations, configurations, and upgrades. Possesses a comprehensive understanding of computer networks and a proven ability to offer technical assistance and support. Dependable and reliable, ready to learn, to grow and to apply my knowledge and skills to any challenge.

Education

EXPECTED GRADUATION JUN '25

High School Diploma – Information Technology
Cape Cod Technical High School, Harwich, MA

Skills

Network Administration	Server Maintenance	Linux Terminal	Web Applications
Cybersecurity Fundamentals	Computer Repairs	Python	System Backups and Dumps

Certifications

- Part 1 of the CompTIA A+ Certification 2023
- TestOut PC Pro 2/10/23
- TestOut Network Pro 2/14/24
- Try Hack Me Introduction to Cyber Security
- Massachusetts Institute of Technology (MIT) Beaver Works Summer Institute-Yes! You Can Hack and Code!
- OSHA Training
- US Coast Guard Limited Master Captains license 6/2024
- TWIC (Transportation Worker Identification Credential) 6/2024
- FEMA Introduction to Incident Command System 4/21/23
- US Coast Guard Auxiliary Introduction to Risk Management 4/20/23
- US Coast Guard Core Training; Workforce Resilience Training, Security Fundamentals, Privacy, Sexual Harassment Prevention, Civil Rights Awareness, Ethics

Work Experience

JUN 2024 – AUG 2024

Launch Tender Operator | Pleasant Bay Community Boating, Harwich, MA

- Operate and navigate the club's launch vessels adhering to all US Coast Guard regulations and club policies.
- Transport members, guests, and supplies between the dock and moored boats.
- Boat Maintenance .
- Communicate effectively with the Waterfront Director and other staff to respond to instructor and renter requests and address any issues or emergencies that may arise.

JAN 2024 – JUN 2024

Information Technology Intern | Town of Harwich, Harwich, MA

- Troubleshoot and repair workstations.
- Manage inventory and ordering parts.
- Configure and implement kiosk systems.
- Troubleshoot network and Teams issues.

JUL 2022 – OCT 2023

Seasonal Dock Hand | Down Cape Charters, Harwich, MA

- Ensuring all participants are educated about safe boat operation and aware of navigational rules and restrictions.
- Properly cleaning and maintaining rental boats, equipment and beach/dock facilities.
- Tender driving to and from beaches and moorings.
- Demonstrated strong customer service skills by assisting patrons with boat rentals and dockage inquiries.

OCT 2020 - PRESENT

Candy Manager and Kitchen Help | Pizza Shark, Harwich, MA

Organized inventory of supplies needed for candy packing operations.

Performed cleaning duties such as sweeping, mopping and washing dishes, to keep equipment, and facilities sanitary.

Washed dishes. Demonstrated ability to prepare salads in a timely manner.

Awards

- 2023 Induction into the National Technical Honor Society
- 2023 Certificate of Achievement in Information Technology- Cape Cod Technical High School
- 2023 Participation in SKILLSUSA Massachusetts Internet Networking -SkillsUSA
- 2022 Excellence in English Award -Cape Cod Technical High School
- 2021 Talent for Writing -Published in the Young Writers' Anthology.
- 2020 Super Seven Award -Monomoy Regional Schools
- 2020 STEM Above & Beyond Award -Monomoy Regional Schools



Courses and Learning Experiences

2020 – present

Hands-on IT jobs performed including:

- Building gaming PCs
- Troubleshooting of software, hardware, and network issues
- Installing new technologies and teaching end users
- Providing remote technical support via internet or phone
- Backing up and restoring files
- Maintaining operating systems by repairing hardware and configuring software
- Diagnosing and solving computer issues
- Backing up and restoring data files
- Understanding of using Burpsuite and Metasploit.
- Penetration testing with Flipper Zero and USB Rubber Ducky.

2024 Built a DNS and Apache2 server to self-host a website.

2023 Built a home lab to learn penetration testing techniques.

2022 Built a secure home network using Arista Firewall and Pi hole with DNS filtering.

2021 Built a home network lab with 2 workstations and a windows server setting up a DNS controller.

2020 Courses Taken:

- The Epic Python Developer Certification Bundle, StackSkills
- Build a Battle Royale from Scratch with Unity and Blender, Udemy
- Create Your First RPG and FPS Multiplayer Game in Unity, Udemy

- Arduino Programming For Beginners, Udemy
- Jr Tech 3D Computer Gaming Course
- Cape Cod Tech/Coding Camp

Try and Hackme Junior penetration testing course.

Affiliations

2023 National Technical Honor Society
2021 Cape Cod Technical High School Ambassador
2021 Member Coast Guard Auxiliary
2019 Sea Scouts – Current Ship Bosun and Rank of Apprentice

Community Service

MAY '23 - PRESENT

Auxiliarist | Coast Guard Auxiliary, Chatham, MA

Enrolled and Basically Qualified, Flotilla 11-1. Serve with the Coast Guard, striving to keep public boating activities safe. Participate safety patrols and search-and-rescue trainings. Served as a trainee on-water safety patrols both within the Auxiliary and with the Coast Guard itself. Received FEMA and leadership training.

Community Service regularly completed as a member of:

Sea Scouts, Cape Cod Tech Ambassadors as well as the National Technical Honor Society.