**Edward Lowe**

**50 Cardinal Rd.**

**East Lyme, CT 06333**

**860-202-0935 edwardalowe@aol.com**

OBJECTIVE

To work in a position that will help satisfy the work experience requirement to become a CPA in Connecticut and provide a solid base for me to develop my future career as a lawyer.

EDUCATION

**Eastern Connecticut State University - Willimantic, CT**

School of Education and Professional Studies

Bachelor of Science - May 2012

Academic Major: Accounting

* Magna cum laude graduation honors
* Delta Mu Delta Honor Society member

**Norwich Free Academy - Norwich, CT**

High School Diploma - June 2005

WORK HISTORY

**Project Manager**

**AlliedBarton Security Services at Aetna - Hartford, CT**

*August 2008 - March 2010 (position eliminated)*

* Manage 15+ full time officers at remote sites
* Investigate security incidents
* Create and manage statistical, inventory, and training databases using MS Excel and Access
* Analyze and present statistical data to the client
* Reconcile the client’s invoices
* Assist in billing for the account
* Track progress, allocate resources, and assign objectives for management projects
* Assist the Operations Manager as needed

**Security Controller**

**AlliedBarton Security Services at Aetna - Hartford, CT**

*March 2008 - August 2008 (promoted to Project Manager)*

* Monitor the cameras and respond to the alarms of the client’s 100+ facilities worldwide using C\*CURE software
* Provide assistance to client’s Access Control department in the execution of the client’s Access Control Standard
* Supervise officers and control staff as required
* Train and recertify security and support personnel in CPR, AED and First Aid
* Maintain a log of events occurring at all sites

**Security Officer**

**AlliedBarton Security Services at Aetna - Hartford, CT**

*February 2007 - March 2008 (promoted to Security Controller)*

* Protect people and property
* Provide customer service and information to patrons
* Patrol the facility using vehicles, bicycles, and Segways
* Maintain a log of events on campus

**Security Officer**

**Day & Zimmerman Security at Aetna - Hartford, CT**

*September 2006 - February 2007 (contract given to ABSS)*

* Protect people and property
* Provide customer service and information to patrons
* Patrol the facility on foot

**Security Officer / Controller**

**Foxwoods Resort Casino - Mashantucket, CT**

*January 2006 - September 2006 (left position)*

* Protect people and property
* Provide customer service and information to patrons
* Escort casino personnel carrying cash and gaming chips
* Carry gaming chips and cash to and from gaming venues
* Manage aggressive behavior of unruly patrons or personnel
* Receive complaints and dispatch officers

TECHNICAL SKILLS

* Microsoft Excel
* Microsoft Dynamics
* Microsoft Visio
* Microsoft Project
* Microsoft PowerPoint
* Microsoft Word
* Microsoft Dynamics
* WinTeam Database
* PeopleSoft
* C++ programming code literate
* BASIC programming code literate
* Photoshop and graphic design

ADDITIONAL CERTIFICATIONS, EDUCATION, AND MEMBERSHIPS

* Member of Delta Mu Delta Honor Society
* Member of ECSU Accounting Society
* Member of ECSU Institute of Management Accountants
* American Red Cross CPR, AED, and First Aid Instructor
* IPMBA Police Bicyclist
* Six Sigma Yellow Belt
* Non-violent Crisis Intervention certification
* Management of Aggressive Behavior certification
* AlliedBarton Operations University training
* AlliedBarton EDGE Management Course training