Daniel **Broe**

DevOps Administrator

I'm currently a DevOps Administrator at Vermont Mutual Insurance Group, where I've developed a robust skill set in AWS, Infrastructure-as-Code, and Git version control while helping to manage CI/CD pipelines for our infrastructure and cloud applications in GitLab. An AWS SysOps Administrator certification fortifies my experience, and I am keenly interested in furthering my proficiency toward a DevOps Engineering role. Although I'm still deepening my familiarity with Linux, Python, and Bash scripting, my strong willingness to learn drives my continued growth in these areas. I've recently been learning web development in my free time, trying my hand at building websites, and continually seeking opportunities to enhance my skills.

WORK EXPERIENCE

DevOps Administrator | Dec 2021 - Present
Vermont Mutual Insurance Group | Montpelier, VT
- Collaborate within an agile team responsible for maintaining and improving Vermont Mutual's cloud infrastructure, driving efficiency and scalability
- Regularly work with a variety of AWS products including Amazon VPC, ECS, RDS, S3, and CloudWatch to manage and optimize cloud resources
- Maintain and enhance Infrastructure-as-Code (IAC) using AWS CloudFormation, promoting consistent and automated cloud environment setups
- Utilize GitLab for version control of our infrastructure codebase and for managing and optimizing CI/CD pipelines, ensuring streamlined development and deployment processes
- Actively participate in monthly release cycles as part of a team, contributing to the successful deployment of the latest versions of our cloud applications
- Successfully transitioned into the role of DevOps Administrator while retaining and effectively managing key responsibilities from my previous position as a Computer Operator.

Computer Operator | Dec 2019 – Dec 2021
Vermont Mutual Insurance Group | Montpelier, VT
- Ensure the smooth operation of Vermont Mutual's systems by verifying their availability during early morning hours, before peak usage by users and agents
- Extensively work with AS/400 (IBM Power9) to verify and maintain system availability
- Perform regular installations and upgrades of various technologies, including WINS, MySQL, JBoss, Appian, and Smart Communications, to support business operations
- Oversee outgoing fax communications, proactively identify and resolve delivery failures, and update inaccurate contact information
- Manage month-end processing tasks, which include generating crucial business reports and validating the integrity of data.

CONTACT

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SKILLS

Professional
- Team collaboration
- Independent project management
- Adaptable to new technologies
- Effective communication
- Problem-solving abilities
- SAFe Agile (Kanban & Scrum)

Technical
- AWS
- GitLab CI/CD
- Python
- Bash
- HTML/CSS
- JavaScript (React & Next.js)
- Node.js & Express
- MySQL & MongoDB

Certifications

AWS Certified Cloud Practitioner

AWS Certified SysOps Administrator – Associate

System Operator | Apr 2018 – Dec 2019
Intralot | East Montpelier, VT

- Worked to monitor and troubleshoot telecommunication devices (3G/4G, DSL, Satellite)
- Verified data integrity across several systems
- Assisted with Quality Assurance testing of new Lottery terminal software
- Generated system reports based on customer, management, or development requests
- Monitored system hardware availability
- Worked with Field Service Technicians by phone to install or troubleshoot equipment
- Supported Call Center Operators with answering incoming calls from stores that required assistance.

Produce Clerk | Jun 2016 – Jan 2017
Shaw's Supermarket | Berlin, VT

- Transferred to the Produce Department in response to staff shortage
- Trained on the fly to become a fruit cutter for Shaw's cut fruit section of produce
- Collaborated with the Produce Department team to ensure the cut fruit section was fully stocked
- Provided customer service by promptly addressing customer inquiries and providing assistance.

Grocery Clerk | May 2015 – Jun 2016
Shaw's Supermarket | Berlin, VT

- Helped to manage inventory and ensured shelves were consistently stocked and presentable
- Provided customer service by promptly addressing customer inquiries and providing assistance
- Collaborated with the Grocery Department team to set up the store for its weekly sales
- Transitioned to a part-time role in August of 2015, when I went back to Vermont Tech to continue my education

Sales Floor Associate | June 2014 – Aug 2014
Walmart | Berlin, VT

- Worked as part of a team tasked with building and stocking shelves of departments that were being relocated
- Communication with team members and managers was essential for success
- Provided customer service by promptly addressing customer inquiries and providing assistance
- Left on good terms, giving two weeks notice in August of the same year before I returned to Vermont Tech to continue my studies

EDUCATION

Bachelor of Science in Information Technology | May 2017
Vermont Technical College | Randolph, VT