Monika Blakely

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PROFILE

Recent graduate with academic and project-based experience in technical writing, programming, and web development. Background includes work in technical, local government, and educational environments. Fluent in Japanese and currently pursuing the IT Specialist: Python certification.

EDUCATION

George Mason University, Fairfax, VA
Master of Science, Management | GPA: 3.82   2023–2025
Bachelor of Science, Information Technology | Concentration: Cyber Security | GPA: 3.55   2020–2024

TECHNICAL SKILLS

Programming Languages: Python, Java, PHP, SQL, HTML/CSS
Operating Systems: Linux (Kali, Ubuntu), Windows, macOS
Applications: Packet Tracer, Wireshark, FTK Imager, Nmap, VirtualBox, VMware, MS Office
Skills & Technologies: IDS/IPS, VLANs, API Integration, Web Development, Database Management
Certifications: CompTIA Security+, Microsoft Office Specialist: Word 2010

PROJECTS

Website Redesign   Aug 2023 – May 2024
- Redesigned GMU Golf Club's website with full-stack support and updated user interface
- Integrated Stripe for payments and embedded social media content using APIs and embed codes
- Managed backend membership data and resolved user access issues
- Coordinated project tasks using Waterfall methodologies to meet deadlines

EXPERIENCE

Fairfax City Economic Development, Fairfax, VA   Sep 2024 – Present
Programs Associate
- Administer CRM systems and update website content while conducting data audits of 500+ records to identify inconsistencies and improve data integrity
- Manage WordPress site updates and troubleshoot issues to improve performance, accessibility, and user experience

GDIT, Falls Church, VA   Jun 2024 – Present
Public Relations Intern
- Oversee digital content systems and data analytics tools to support media strategy and executive communications; recognized with GDIT's Personal Brand Award (Summer 2024) out of 113 interns
- Leverage media monitoring platforms to track news related to IT, AI, and cybersecurity, compiling daily reports to inform leadership on emerging trends
- Maintain a media contact database of 50+ journalists, optimizing the structure for improved access and outreach

PROFESSIONAL AFFILIATIONS

- **National Society of Black Engineers (NSBE):** Board Member - Led recruitment efforts for Black and African American students in STEM
- **Louis Stokes Alliance for Minority Participation (LSAMP):** Peer Mentor - Supported underrepresented STEM students through academic guidance and community-building initiatives