

Matthew Brady

12134 Route 6 Apt 3, Wellsboro, PA 16901

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Professional Summary

Self-taught programmer who is driven, motivated, and conscientious.; Willing to help those in need and learn new material; Dedicated to the Computer Information Science field; Fast learner, especially in a hands-on environment, and dependable; Accustomed to completing tasks in a proficient and timely manner.

Technical Skills

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| • Windows | • Trouble-shooting | • Resourceful |
| • Linux/UNIX | • Networking | • Interpersonal Skills |
| • Programming | • Project Management | • Leadership |
| • Hardware | • System Analysis | • Collaborative |

Work History

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| 01/2015 to present | Lab Monitor
Mansfield University – Mansfield, PA
Maintained the computer lab; Updated and repaired the computers and software;
Assisted students with programming or other computer related task. |
| 08/2014 to present | Campus Technologies Assistant
Mansfield University – Mansfield, PA
Assisted the Technicians with software and hardware issues; Assisted students, faculty,
and staff with their issues and trouble-shooting. |

Internship

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| 05/2016 to 08/2016 | Campus Technologies Intern
Mansfield University – Mansfield, PA
Helped with the SSD Migration and Switch Configuration Projects - Removed the HDDs from the computers and replaced them with the SSDs; Cloned the master image of the computers to the SSDs using TRK; Connected two computers to communicate with each other between a fiber optic and Ethernet connection; Factory reset a Cisco network switch and reconfigured the ports using a command line terminal over a COM connection. |
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Education

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| 08/2014 to Present | Enrolled in Bachelor's of Science in Computer Information Systems;
Minor in Business Administration;
Estimated date of completion: 05/2018; Final date of completion: 12/2017
Mansfield University – Mansfield, PA | | | | | | | | | | | | | | | | | | |
| | <table border="0"><tr><td>• Accounting I & II</td><td>• Management Principles</td></tr><tr><td>• Business Programming I & II</td><td>• Marketing</td></tr><tr><td>• Computer Security</td><td>• Networking</td></tr><tr><td>• Database Systems</td><td>• Programming with Objects</td></tr><tr><td>• Data Structures</td><td>• Software Business Application</td></tr><tr><td>• E-Commerce Systems</td><td>• System Analysis Design</td></tr><tr><td>• Intro Business Management</td><td>• System Implem. Project Management</td></tr><tr><td>• Intro Finance & Statistics</td><td>• Website Design & Adv.</td></tr><tr><td>• Management Info Systems</td><td></td></tr></table> | • Accounting I & II | • Management Principles | • Business Programming I & II | • Marketing | • Computer Security | • Networking | • Database Systems | • Programming with Objects | • Data Structures | • Software Business Application | • E-Commerce Systems | • System Analysis Design | • Intro Business Management | • System Implem. Project Management | • Intro Finance & Statistics | • Website Design & Adv. | • Management Info Systems | |
| • Accounting I & II | • Management Principles | | | | | | | | | | | | | | | | | | |
| • Business Programming I & II | • Marketing | | | | | | | | | | | | | | | | | | |
| • Computer Security | • Networking | | | | | | | | | | | | | | | | | | |
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| • E-Commerce Systems | • System Analysis Design | | | | | | | | | | | | | | | | | | |
| • Intro Business Management | • System Implem. Project Management | | | | | | | | | | | | | | | | | | |
| • Intro Finance & Statistics | • Website Design & Adv. | | | | | | | | | | | | | | | | | | |
| • Management Info Systems | | | | | | | | | | | | | | | | | | | |
| 06/2011 | High School Diploma:
Towanda Jr/Sr High School – Towanda, PA | | | | | | | | | | | | | | | | | | |

Extracurricular

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| • August 2014- December 2014;
<i>IMPACT</i> | • September 2015-May 2016;
<i>Enactus</i> |
| • August 2014- present;
<i>Computer Science Club</i> | Positions held: Director of IT; |

Accomplishments

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| • Dean's List Fall 2014, Spring 2015, & Fall 2016 | • President's List Spring 2016 & Fall 2016 |
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