

Nyajha Olive

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Certifications & Skills

Certifications: Security+ | Cisco Certified Technician | MTA: Networking Fundamentals | Cisco Routing and Switching
Technical Skills: Python | Java | Linux (Ubuntu, Red Hat) | Windows OS | Mac OS | TCP/IP | Wireshark | Kali Linux | VPNs | Active Directory | Microsoft Office Suite | Excel | Power BI | Power Query | Data Visualization

EDUCATION

Bowie State University (Bachelor of Science in Computer Technology) **Aug. 2022 - May 2026**
● Concentration in Network Enterprise Infrastructure

WORK EXPERIENCE

Governor's Office of Crime Prevention and Policy **Crownsville, MD**
Data, Research, and Evaluation Intern *September 2025 - Current (December 2025)*
● Collected, cleaned, and analyzed public safety data, producing reports that informed program and policy decisions.
● Designed and maintained interactive dashboards in Power BI, orchestrating a view of crime and program data for decision-makers.
● Developed visualizations and metrics that helped delve into the sector of public safety trends with clarity.
● Attended meetings with research and grants teams, observing how data orchestrates funding and policy within a complex government sector.

Serenity Outpatient Services **Upper Marlboro, MD**
Program Assistant / Website & Digital Content Support intern *June 2025 - August 2025*
● Updated client records regularly to reflect attendance, appointments, and treatment outcomes.
● Assist clinicians and case managers in retrieving or organizing client information when needed.
● Collaborate with the outreach or communications team to keep web materials clear, engaging, and accessible.
● Handled phone and email inquiries, directing inquiries to the appropriate staff members.

Technology Fellow **Minneapolis,MN**
U.S. Bank, 2024 Discover Us Fellowship *July 2024- August 2024*
● Participated in a selective, 4-week program focused on exploring career paths in technology within the financial industry.
● Gained hands-on experience in Engineering and Information Security through real-world case projects.
● Developed inclusive leadership skills through workshops and interactions with senior executives.
● Built a professional network through cohort activities and social events.

Circuit Court (State Attorney Office) **Upper Marlboro,MD**
Data management intern *February 2024- August 2024*
● Assisted in the development and maintenance of electronic databases to organize and manage court records efficiently.
● Entered and validated 50+ legal records with 99% accuracy, improving case processing efficiency.
● Supported data cleaning and validation processes to maintain data integrity and quality.

Summer Youth Employment Program **Lanham, MD**
IT intern *July 2022-September 2022*
● Updated or installed software for students to ensure computer efficiency.
● Checked in computers and performed diagnostics for repair.
● Removing screen monitor of chromebooks.
● Labeling computers to be scanned into the school system.

LEADERSHIP EXPERIENCE & ACTIVITIES

Student Technician for AAC&U Conference **Nov 2023 - Current**
● Provided on-site IT and AV support for speakers, troubleshooting live-streaming and hardware issues.
● Coordinated with event staff and IT teams to ensure seamless execution of in-person sessions for 300+ attendees

Blerd club(Black Nerds Club) **Oct 2023 – March 2025**
● Actively engaged in a community dedicated to celebrating and promoting the interests and contributions of Black nerd culture.
● Networked with professionals and peers, enhancing personal and professional development within a supportive environment.