

Nyajha Olive

Hyattsville, MD | Olivenyajha@gmail.com | 240-260-8258

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

Data, Research, and Evaluation Intern

Crownsville, MD

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

Program Assistant / Website & Digital Content Support intern

Upper Marlboro, MD

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

U.S. Bank, 2024 Discover Us Fellowship

Minneapolis, MN

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)

Data management intern

Upper Marlboro, MD

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

IT intern

Lanham, MD

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.