



PAULO NEVES

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SUMMARY

Bachelor of computer science and trilingual professional with more than 6 years' experience in information technology, with background in computerized system validation, IT compliance, software development and information security.

LANGUAGES

- Portuguese
- English
- Spanish

EDUCATION

Federal University of Sao Paulo

Bachelor's Degree, Computer Science — Jan/2011 – Jun/2015

EXPERIENCE

IT Risk Assurance Analyst, Johnson & Johnson - Information Security and Risk Management

Sao Jose dos Campos, Sao Paulo, Brazil — Jun/2015 - Present

- Provided guidance and support for BUIT related to SDLC documentation, explaining them what is the purpose of each document and forwarding them approved documents to help them filling the deliverables. This proactive activity made the authors complete the documents faster;
- Reviewed Compliance Analysis for applications, verifying if they have all the approvers required, good documentation practices and if the content is relevant for the intention of the document;
- Reviewed and approved user acceptance tests scripts for changes in JD Edwards and SDLC documentation regarding the development of new applications;
- Collaborated for the retirement of 10+ applications reviewing and approving Retirement Plans and Retirement Reports;
- Approved JD Edwards change requests after ensure that Impact Assessment, Functional Specification, Technical Specification and User Acceptance Tests are complying with JD Edwards change control requirements;
- Managed the migration of procedures and work instructions from ADAPTIV to Tru VAULT;
- Created metrics related to systems retirements, JDE change requests and security incidents for the team's dashboard, helping the management in decision-making;
- Instructed and led the team's intern to manage security incidents reports, JDE change requests and the IAPP training assignments. Also helped him with his doubts, accelerating his performance at work and making him complete the activities much faster than without my supervision.

Intern, Johnson & Johnson - Information Security and Risk Management

Sao Jose dos Campos, Sao Paulo, Brazil — Jan/2014 – Jun/2015

- Defined and implemented the code review process for MD LatAm;
- Became responsible for update all the IT policies and procedures in the ADAPTIV system when a member of the team dropped out;
- Improved the IAPP training control, saving considerable time to perform others activities;
- Interacted with other business area to adapt and apply the IAPP instructor-led training for non-administration users;
- Recovered the administration of a system used by ITRA team. It was done by interacting with others J&J IT teams;
- Others activities performed: reviewed IAPP and BPRA assessments, created risk acknowledgment documents, supported the IT community with SDLC documents, controlled the security vulnerabilities for the websites, managed

security incidents involving lost/stolen devices and approved change requests in JD Edwards as Compliance.

Software Developer, Mentor Interativa

Sao Jose dos Campos, Sao Paulo, Brazil — Dec/2011 – Nov/2013

- Main technologies and methodologies used: Scrum, XP, Java, Google App Engine, SQL Server, PHP, MySQL and PhoneGap;
- Idealized and implemented the first mobile application created by this company. Attended meetings to define the price of the product. Worked directly with the designer without other guidance to develop the application. This project was successfully implemented for McDonald's;
- Created a portal using liferay, an open source application, and implemented the connection with sistemacomker.com.br using web methods;
- Implemented web methods to connect the sistemacomker.com.br with a moodle instance. It saved time and money for the project avoiding the creation of many features that moodle already has;
- Installed and configured a conference application using the open source tool called BigBlueButton. This application averted the purchase of a paid tool;
- Contracted as fixed-term to work for the project sistemacomker.com.br and was promoted to permanent employee;
- Supported the post-implementation phase alone, you the others members hadn't theirs contracts renewed or were promoted;

Junior Software Developer, Stefanini

Jaguariuna, Sao Paulo, Brazil — Jan/2011 – Dec/2011

- Hired as permanent employee after just 2 months of internship. Main technologies used: Java, C#, Struts, SQL Server and MySQL.
- Collaborated for the translation of an old system to Java. The system is used by OdontoPrev;
- Developed features to include a new type of credit card in a Cielo's application.

Intern, FAJTec

Jaguariuna, Sao Paulo, Brazil — Jan/2010 – Jul/2010

- Invited to be intern for the company while completing Introduction to Programming in Java course.
- Helped students of the course Introduction to Programming in Java to understand the content;
- Created and applied tests for the students.

Instructor (Self Employed), Data Computadores

Jaguariuna, Sao Paulo, Brazil — Jan/2010 – Jul/2010

- The instructor who had the lowest percentage of students dropping out;
- Taught the students how to perform basic tasks in Windows and using Microsoft Office applications.