



# TOM BIELAWSKI

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## Summary

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Enthusiastic computer programming student and Marine veteran with 20-year background in law enforcement, seeking a software programming internship. Personable and reliable, desiring opportunity to improve C++ and Java programming skills in a real-world environment. Flexible, resourceful, and determined worker. Communicates clearly, effectively and professionally in oral and written formats. Experience working with people from diverse backgrounds and with diverse personalities.

## Skills

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- C++ and Java programming languages
- Use of Integrated Development Environments (IDEs)
- Clion, IntelliJ Idea, CodeBlocks, CodeLite, Visual Studio
- Linux and Windows Operating systems
- Strong investigative, analytic, and problem solving abilities
- Strong verbal and written communication skills
- Strong customer service skills
- Team worker and independent worker
- Problem resolution and interpersonal skills
- Maintaining records
- DOD Secret Clearance
- Fast learner
- Enthusiastic learner
- Enjoy learning new skills

## Experience

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Liberty Fishing Company | Nahunta, GA  
**Owner/Operator**  
04/2016 - Current

- Designed products and appropriate established prices.
- Promoted products through advertisements to attract new customers.
- Managed inventory and supplies, and maintained product quality.
- Prepared inventory for shipment and executing shipment documents to facilitate delivery to proper customers.
- Maintained company website, and manage company e-commerce functions.

SC State Law Enforcement Division | Columbia, SC  
**Special Agent - Vice Investigations**  
10/2012 - 04/2016

- Conducted large-scale, multi-jurisdiction investigations to solve crimes and address community problems.
- Protected confidential information and managed confidential informants.
- Handled investigative funds and maintained employer property.
- Conducted interviews, obtained arrest and search warrants.
- Collected and analyzed evidence, wrote detailed case reports, made presentations to superiors, judges, and officials.

Self-Employed | Umatilla, FL  
**Self Employed Author**  
02/2012 - 10/2012

- Wrote science-fiction and fantasy books with appropriate style, voice and grammatical skill.
- Proofread and reviewed all print and electronic content to verify grammar, tone and creative quality.
- Formatted works correctly to meet publishing guidelines and reduce rejections.
- Worked with development editors, copyeditors and line editors to polish works.

L-3 / MPRI | Alexandria, VA  
**Law Enforcement Professional -  
Afghanistan**  
*12/2009 - 02/2012*

- Selected cover art, fonts and designs to appeal to target demographics.
- Deployed to Afghanistan in support of US military operations.
- Mentored Afghanistan police and US military forces with terrorism investigations.
- Provided US resources and expertise and aided with suspect interviews.
- Maintained a DOD security clearance.
- Facilitated intelligence collection and dissemination.
- Planned operations to recover weapons caches and apprehend suspects.
- Wrote detailed reports and made presentations to commanders.
- Coordinated with liaisons and officers from various supporting units.

## Education and Training

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Florida State College At Jacksonville | Jacksonville, FL  
**Associate of Science** in Computer Information Technology  
*Expected in 04/2021*