

# Geoffrey West

✉ cyber@thegwjw.com

☎ 0466 215 421

📍 Brisbane, QLD

🌐 [linkedin.com/in/geoffrey-west-b5824991](https://www.linkedin.com/in/geoffrey-west-b5824991)

## Profile

Experienced human resources professional with over 20 years of service in the Royal Canadian Navy, specialising in personnel administration, onboarding, training coordination, and workforce support in high-trust environments. Skilled in applying policy frameworks, maintaining accurate records, and delivering people-focused services across diverse teams. Known for clear communication, attention to detail, and a calm, solutions-oriented approach. Recently retrained in IT and cybersecurity, bringing additional confidence in digital systems, process improvement, and secure data handling.

## Technical Highlights

Splunk SIEM & SOAR; MITRE ATT&CK threat mapping; vulnerability scanning with OpenVAS and Nessus Essentials; Wireshark network forensics; PowerShell & Bash scripting on Linux/Windows; lab-based hardening in AWS and Azure.

## Cybersecurity Training & Certifications

**CompTIA Security+ (SYO-701)**, *Certified June 2025*

**Diploma in Cyber Security – Lighthouse Labs**, *Completed January 2025*

Comprehensive, hands-on training in modern cybersecurity practices, with a strong focus on both technical tools and strategic frameworks.

## Skills

### Cybersecurity Tools & Practices

- Incident Response, SIEM (Splunk), MITRE ATT&CK, SOAR, Digital Forensics (FTK, Volatility, Wireshark)
- Vulnerability Assessment (CVE, OpenVAS), Threat Modelling
- Logical Access Control & Identity Management
- Blue Team Essentials

### Cryptographic Tools

- GPG, Encryption, Hashing, Key Management

### Technical Proficiencies

- Linux & Windows, Bash, PowerShell, Python, RegEx, Networking Fundamentals

### Frameworks & Governance

- ISO 27001, NIST, ASD Essential Eight, GRC Awareness

### Vulnerability Management

- OpenVAS, CVSS, NVD

### Leadership & Management

- Team Supervision, Personnel Records, Payroll & Data Integrity, Secure Communication

## Professional Experience

### **Human Resources Administrator**, *Canadian Armed Forces*

2002 – 2023

Served as a senior administrator in the Royal Canadian Navy, leading personnel operations in secure, high-stakes environments with a focus on data integrity, access control, and leadership. Completed two overseas tours (2007 & 2013) and earned the Canadian Decoration (CD) for honourable long service.

#### **Roles and Responsibilities:**

Having been promoted to the rank of Petty Officer Second Class, was responsible for directing and performance assessment of small teams (five to fifteen personnel) since 2015.

Was responsible for producing and maintaining personnel records of serving members of the CAF from enrolment to release.

Administered payroll and personnel systems for 500+ CAF members, maintaining strict accuracy and data protection standards under national security protocols.

Applied and enforced access control policies across personnel systems, providing early exposure to secure system administration practices.

Analyzed employment-related data and PKIs, and prepared required reports and briefings.

Provided guidance on employee relations issues such as performance management, disciplinary action, grievances.

Correction Mode in Oracle's HRMS PeopleSoft. Highly skilled with MS Office suite.

## Education

### **Diploma in Cyber Security**, *Lighthouse Labs* ☑

2024 – 2025

Training in fundamental cyber security skills, including Network Security, Encryption, Incident Response, Coding, Forensics, Threat Detection Engineering, and Threat Defence Operations.

### **ADKAR Model - Change Management**, *Prosci*

2022

Familiar with ITIL v4 incident/problem/change workflows.

### **Canadian Securities Course**, *Canadian Securities Institute* ☑

2007

Foundational licensing course for roles pertaining to the sale of stocks and mutual funds in Canada.

### **Dalhousie University**

Halifax, Canada

Completed coursework towards Bachelor in Computer Science (2000-2002) and towards Bachelor of Science in Economics (2008-2009)

## References

Available upon request