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**Objective:** Computer professional with 40+ years' experience looking to lead a team in the successful planning and execution of a critical business projects. DoD Top Secret Clearance SCI and CompTIA Security+ certification

**Technical Skills:**

<b>Operating Systems:</b>	<b>IBM DOS, MVS, PC DOS, GECOS, MS NT Server 3.51, 4.0 and 2003/08/10/12 Server, MS Windows XP/7/8.1, OS2, SQL Server 2008/12, Exchange 2013, Novell, 3Com, Unix/Xenix, Red Hat Enterprise Linux, Kali Linux</b>
<b>Applications:</b>	<b>Microsoft Office, MS Project 2010, Norton/McAfee Antivirus, Veritas Backup, Right Fax, Citrix, Adobe Photoshop, Paint Shop Pro, Dreamweaver, Contribute 6, Toad, eMASS, DIACAP, DoD Risk Management Framework (RMF), COSMIC and Prep Agent, Fortify Static Code Analyzer (SCA), Assured Compliance Assessment Solution (ACAS), Remedy, Dell Encryption</b>
<b>Languages:</b>	<b>Realia COBOL, MicroFocus COBOL, Pachbase,</b>
<b>Reporting Tools:</b>	<b>Crystal Report Writer, Business Objects</b>
<b>Networking:</b>	<b>Active Directory, IIS, WebDEV, TCP/IP, NetBIOS, NIPR, SIPR, SOCRATES</b>
<b>Database:</b>	<b>DM-IV, DB2, SQL, MySQL, Sybase, Informix</b>
<b>Hardware:</b>	<b>IBM 360/370, S34/36, Tandem, Honeywell 6000 series, DPS8, Level 6, H3200, 635, IBM PC/PC- based micro servers, Prime, NEC 3550, 3Com, Nortel Networks, Cisco, VPN, T1</b>

**Management/Leadership Skills:**

- Problem-solving abilities (organization, judgment, logic, creativity, conflict resolution)
- Ethics (diplomacy, courtesy, honesty, professionalism)
- Open-mindedness (flexibility, open to new business ideas, positive outlook)
- Persuasiveness (excellent communication and listening skills)
- Leadership (accountability, management and motivational skills)
- Educational interests (continuous thirst for knowledge and skills development)

**Experience:**

IT Support - **Jacobs Technology** 5/19 to Present

- Installing, configuring and maintaining desktop and laptop PCs and peripherals. Working with hardware and software vendors to verify timely product delivery and ensuring that new equipment is installed and ready to operate on schedule.

Application Security Engineer - **Federal Information Systems** 3/19 – 4/19

- Member of a DevOps team that automated the process between software development and IT operation teams in order to build/test/release software faster and more reliably utilizing Amazon Web Services (AWS) secure cloud services platform.
- Developed and implemented the Application Security program for the J622 - Enterprise Cybersecurity Compliance branch of the United States Special Operations Command (USSOCOM).
- Conducted regular security assessments of enterprise applications in the form of static code analysis, dynamic application scanning, and penetration testing.
- Conducted code reviews for security flaws on major projects and suggest appropriate fixes.
- Reviewed various information system's RMF Assessment and Authorization (A&A) packages in eMASS including security control test results, System Security Plan (SSP), Plan of Action and Milestones (POA&M), accreditation boundary diagrams, and Security Assessment Report (SAR).

Applications Programmer - **Insight Global, LLC** 1/18 – 2/19

COBOL programmer for the Department of the Navy (DoN) Transition from the Standard Accounting and Reporting System (STARS) to Standard Accounting, Budgeting, and Reporting System (SABRS).

FM Support Services Technician - **VW International, Inc.** 2/17 – 12/17

Collect metrics for Equipment Management /Asset management system, Defense Medical Logistics Standard Support (DMLSS) application, update SQL database and schedule preventative maintenance procedures.

Systems Analyst – **TEK Systems** 9/14 – 1/17

- Responsible for ordering and delivery of Headquarters Air Force Public Affairs Agency equipment to support the Air Force Visual Information Program Management (VIPM) and Public Affairs Agency. Provide VIPM support for budgetary requests submitted by all PA units via the Automated Information Multimedia database application (AIM2 - SQL Server 2008).
- Responsible for maintaining Risk Management Framework (RMF) requirements for software certification utilizing Enterprise Mission Assurance Support Service (eMASS), (RMF) and DOD Information Assurance Certification and Accreditation (DIACAP) software.

Computer Technician – **Advanced Research & Consulting** 11/13 – 8/14

Provide computer installation, update and repair services for a wide variety of companies and end users. Over 1000 completed work orders with 100% client satisfaction rating.

Fire Safety Officer – **USAF Hospital Langley** 5/08 – 10/13

- Responsible for 633 MDG Safety Program as Fire and Safety Program Manager. Provided safety guidance to over 1500 Medical Group personnel to ensure a safe, secure working environment for patients, staff, and visitors providing advice and subject matter expertise to management on safety issues related to work place hazards.

- Contracting Officer Representative performing surveillance over maintenance/repair operations and preventative maintenance 1.5-million-dollar contract, Hospital Aseptic Management System (custodial services) \$850,000 contract and the clean/dirty linen service contract.
  - Performed periodic Fire/Safety inspections and evaluations of all 17 buildings (450,000 sq. ft.) Responsible for implementing the 633 MDG Fire Safety and Prevention program designed to prevent risks of fire, ensure Life Safety Code compliance and response of personnel in the event a fire occurs.
  - Conducted all fire drills and inspections with MDG facilities mandated by The Joint Commission requirements and National Fire Prevention Association (NFPA) standards.
- Certified Fire Inspector 1**
- Held conferences with the contractor to clarify contractual requirements and special provisions on a daily basis for a \$43 million-dollar project to renovate a 150,000 square foot hospital.

Facilities Manager – **Proxy Personnel** 4/07 – 4/08

- Assist the Director of Facilities oversight of construction and maintenance and repair activities for the Facility Management office.
- Plan and coordinate maintenance work requirements to maintain patient care and administration support buildings.
- Manage customer maintenance work requests and assists the Defense Medical Logistics Standard System (DMLSS) database specialist in documenting and routing work requests to the in-house maintenance section.

Project Manager - **Gtech** 1/06 – 3/07

- Managed comprehensive installation services for all computer equipment of regional branches. Project included replacement of all PC's, migration from MS 2000 server to Novell NetWare 6.5, system testing and end user training.
- Install and maintain network related hardware and software on Windows based servers. Duties include wired and wireless network setup utilizing Cisco and Linksys routers. Field technician for all aspects of computer repair, system boards, hard drives, printers and related hardware.

Business Development Manager - **Appropriate Technologies, Inc.** 1/05 – 12/05

- Responsible for all new business development for an Information Technology Services and Software development firm that specializes in document imaging applications and record management.
- Developed detailed project plan and schedule for implementation of new database and imaging software development projects; monitored progress against development schedules and made necessary adjustments to delivery project on time.

IT Director - **Key Point Health Services** 11/98 – 01/05

- Managed full life cycle of medical billing software that support the operations of a 12 million-dollar mental health services company on a 24x7x365 basis, meeting all the functional requirements of business, including support for General Ledger, Accounts Payable and Payroll.
- Project manager for Joint Commission on Accreditation of Healthcare Organizations (JCAHO) policies and procedures review. Established committees to determine quality levels and industry best practices. Documented and implemented new policies, trained professional and administrative staff to implement policies for certification.
- Implemented Health Insurance Portability and Accountability Act (HIPAA) standards for electronic health care transactions. Resolved business issues, identified alternatives, determined impact, and implemented solutions to become compliant.

Principal - **HBC Computer Services** 4/95-10/98

- Plan, evaluate, implement, maintain, and support information systems infrastructures for a wide range of small to medium sized business computing environments with the Microsoft Windows Server 2000/2003, Windows 2000/XP desktop and network operating systems.

Consultant, **AT&T Capital** 4/94 - 3/95

- Developed specific plan to determine resource allocations and timeframes necessary to relocate corporate data center from Pittsburgh to Baltimore per contract.
- Project manager for conversion of an acquired Fleet portfolio from a mainframe billing system to a PC based system utilizing MS SQL Client Server based applications.

Consultant, **PHH Group** 3/90 - 3/94

- Integration of various Windows based software products (library objects and user generated objects) to create a moderately complex software package for an Automated Sales and Management System.
- Determined sales force requirements, documented and created project documents and system design documentation; performed cost/benefit analysis studies for presentation to CEO and board of directors.

IT Manager - **Lend Lease Cars, Inc.** 2/89 - 3/90

- Developing, organizing and staffing the information center function, supporting all hardware and software acquisitions, with over 250 end users.

Principal - **Advanced Research & Consulting** 8/87 - 1/89

- Installed "first time" computer systems for in-house accounting (General ledger, Accounts Payable, Payroll, Accounts Receivable, Fixed Assets, Purchase Order) and distribution (Inventory Control, Order Entry, Picking Tickets, Invoicing).

Principal - **Advanced Systems, Inc.** 5/81-8/87

- Performed systems analysis, program selection, purchasing and implementation of micro-mini computer systems for \$2-10 million-dollar (sales) companies.
- Developed software business systems providing complete system implementation and training.

Executive Director - **Technology Management Corporation** 1/79 - 5/81

- Defined systematic and uniform methodology for information systems development methods of the Navy's aircraft engine component tracking system.
- Provided strategic alignment of IT solutions with the Navy's need to deploy aircraft for extended aircraft carrier missions.

DP Manager - **Peterson Howell & Heather** 3/78 - 1/79

- Designed, implemented and provided training for company-wide integrated database utilizing transaction processing system for fleet order entry and billing.
- Generated complex SQL queries and updates of tables for end users.

Programmer-Analyst - **Best Products** 11/72 - 3/78

- Designed, coded and implemented programs for all accounting and inventory control programs.

## Education

**Old Dominion University**, Norfolk, Virginia, Business Administration – attended 1968 to 1969

## Affiliations

Member, Rotary Club of Bel Air, MD, Past President

Rotary Club of Great Bridge, Director – Perfect Attendance 23 years

Notary – Maryland and Virginia

Instructor, Harford Community College, Prince Georges County Community College

**Job Related Training:**

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10311W\_01 Fire Inspector I Certification  
CompTIA Security+  
2018 Cyber Awareness Challenge Intelligence Community V5  
Environment of Care - Fire and Life Safety Management  
Privacy and Personally Identifiable Information (PII) Awareness Training 2018  
AC Level 1 Anti-terrorism Awareness Training  
CLE034 DIACAP Understanding the DoD Information Assurance Certification and Accreditation Process  
Introduction to C&A Policy  
Certification and Accreditation Module Other Situations  
DIACAP Process  
NIST Applying the Risk Management Framework to Federal Information Systems  
ACQ 101 Fundamentals of Systems Acquisition Management - Section 307  
CLC 013 Services Acquisition  
CLC 222 Online Training for Contracting Officer's Representative (COR)  
CLC 206 Contracting Officer's Representatives in a Contingency Environment  
CLC 044 Alternative Dispute Resolution  
CLC 108 Strategic Sourcing Overview  
CLC 106 Contracting Officer Representative with a Mission  
CLC 107 OPSEC Contract Requirements  
CLC 007 Contract Source Selection  
CLC 004 Market Research - Section  
CLM 103 Quality Assurance Auditing  
CLM 025 COTS Acquisition for Program Managers  
CLM 024 Contracting Overview  
CLM 003 Overview of Acquisition Ethics  
CLM 037 Physical Inventories - Section 889  
CLG 005 Purchase Card Online System (PCOLS)  
CLG 001 DoD Government Purchase Card  
CLG 004 DoD Government Purchase Card Refresher Training  
FE 201 Facilities Engineering - Section 302 Certified Level II  
FAC 023 Basic Contracting for GSA Schedules - Section 889  
FAC 022 Combating Human Trafficking - Section 888  
CON 121 Contract Planning - Section 305  
CON 124 Contract Execution - Section 310  
CON 127 Contract Management - Section 307  
CON 100 Shaping Smart Business Arrangements - Section 307  
CLE 025 Information Assurance (IA) - Section 889  
Combating Human Trafficking  
Information Assurance Awareness Force Protection  
DoD IAA Cyber Awareness Challenge  
Force Protection  
Human Relations  
Information Protection  
Suicide Prevention

Change Management  
Confined Space General Worker:  
Entrant, Attendant, and Supervisors Course  
Contractor Safety  
DoD Safety and Occupational Health Program  
Don't Ask, Don't Tell Repeal Training  
First Receiver Awareness Training  
Free Exercise of Religion Supervisor Training  
Free Exercise of Religion Training  
HazMat Awareness Course  
History and Trend Analysis  
How to Form and Manage a Safety Committee  
Mishap Investigation and Reporting  
NSPS 101(National Security Personnel System)  
No FEAR Act Training  
OPSEC Awareness Training  
Records Custodian Training  
Workplace Safety and Safety and Health Inspections  
Safety and Health Program Evaluation  
Safety and Health Training  
Still Imagery Accessioning  
Video Accessioning  
Operations security Awareness Training  
Human Relations  
Certification of Service Personnel per NFPA 10-2007 & 2010  
FPC -Fire Extinguisher Maintenance & Inspections  
Fire Extinguisher Safety  
Six-year maintenance, Hydro testing & Recharging  
Tidewater Community College  
AIR111 Air Cond-Refrigerator Controls I Grade A  
30 Hour OSHA Construction Safety Program  
Information Systems  
OSI Layer 3  
FEMA IS-00015.b  
Special Events Contingency Planning for  
Public Safety Agencies  
FEMA IS-00106.14Workplace Violence  
Awareness Training 2014  
WBDG04 Optimizing Operations & Maintenance (O&M)