

Ceslee Aytes

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Citizenship: U.S. Citizen

Veteran Status: Army

Security Clearance: Secret

SUMMARY

A highly adaptable and motivated individual with 5+ years of experience as a Web Designer, Jr. Software Developer, and IT Analyst.

HIGHLIGHTS

- Experience with multiple programming languages
- UML and software documentation
- Software debugging and testing
- Object-oriented programming
- Experience with mobile app development
- Network topology diagrams
- Network engineering and security
- Computer systems repair

EXPERIENCE

Freelance Web Designer/Developer

Dec 2017 – Now

Midgard Computer Services

Remote & On-site

- PC, Mobile, Gaming Console, and Server repair and maintenance.
- Virus and Malware removal.
- Installing, configuring, maintaining, and securing business networks: firewalls, IDS, network monitoring.
- Windows Server 2008/2012 administration including creating user accounts and granting account specific privileges and roles.
- Website design and development using HTML, CSS, JavaScript, and PHP.

Entry Level Network Engineer

Jan 2016 – Nov 2017

Computer Diagnostics LLC

Howe, OK

Assisted in designing, implementing, and configuring small-to-medium size network infrastructures. 24/7 rapid response for system outages both on-site and remotely. Performed Security Risk Assessments (SRA) for various business networks. Created and maintained network systems documentation for various businesses and medical firms. Performed incremental and full backups to physical storage and cloud technology.

Key Accomplishments:

- Designed, implemented, and configured a WAN at a lakeside private park. The network bridged from the main office to various customer campgrounds and cabins.
- Redesigned a physical network map and installed a HIPAA compliant wired network in a small pharmacy.
- Relocated a medical firm network to another building. Designed and installed a new medium-sized, HIPAA compliant network that included 1500ft of Ethernet cable, VoIP, routers, Cisco switches, desktops, and Windows Server 2016.

IT Specialist

Feb 2015 – Nov 2017

Computer Diagnostics LLC

Howe, OK

- Performed troubleshooting, repairs, and maintenance on desktops, laptops, and servers for individual and business clients.
- Repaired customer systems in-store or traveled to their location.
- Checked and installed updates on systems.
- Checked and diagnosed software issues, installed updates, and removed malicious software.
- Performed all repairs at the discretion and privacy of the customer.

Junior Server & Network Administrator

June 2013 – Apr 2014

ESE Tool & Repair

Renton, WA

- Maintained, supported, and configured network hardware, printers, desktops, and laptops.
- Conducted weekly OS updates and maintenance on all computer systems and servers.
- Managed Active Directory user and group accounts and their permissions.
- Performed daily, weekly, and monthly backups.
- Maintained physical and topological diagrams for IP address network infrastructure.

Convoy Operations and Driving Instructor

Jan 2010 – Jan 2013

U.S. Army

Fort Hood, TX

- Supervised, trained, and provided motivational support to a team of subordinates or students in the logistical maintenance categories of transportation.
- Planned and prioritized work and training schedules.
- Reviewed training of students for correctness and quality for test out procedures.
- Enforced safety regulations in accordance with post policies and regulations.
- Maintained and prepared training records relating to time, materials, vehicles and performance of student for determination of the Master Driver to graduate the student from the training program.

(88M) Motor Transport Operator

Mar 2005 – Aug 2009

U.S. Army

Fort Hood, TX and Iraq

- Worked with and maintained sensitive equipment for GPS tracking and communications in accordance with unit standards and policies.

- Determined best travel routes, confirmed arrival dates, verified cargo types resulting in a 20% increase in on-time arrivals.
- Ensured vehicles are properly loaded to meet required safety standards.
- Drove vehicles over a variety of road types, traveling alone or in convoys transporting both personnel and cargo.
- Performed routine vehicle maintenance and repairs for six different types of vehicles.

(42A) Administrative Specialist

Mar 2006 – Mar 2007

U.S. Army

Fort Hood, TX

- Worked with many different types of software efficiently to include: Microsoft Word and Excel, U.S. Army awards and in-processing programs, and classified information encryption programs.
- Entered and retrieved personnel information using automated information system.
- Prepared organizational charts, wrote official correspondence, and maintained reports.
- Experienced with computer hardware and peripherals.

EDUCATION

Bachelor of Science in Computer Science **2018**

Regis University; Denver, CO

Associate of Science in Computer Information Technology **2015**

Southern New Hampshire University; Manchester, NH

High School Diploma **2006**

Heavener High School; Heavener, OK

SKILLS

Platforms: Unix, Linux, Windows (95, 98, XP, Vista, 7, 8, 8.1, 10), Windows Server (2008, 2012 r2, 2016)

Software: Microsoft Office, Adobe Photoshop, Gimp 2, TeamViewer, Wireshark

Networking: Cisco, VoIP, FTP, TCP/ICP, VPN, DNS, DHCP, Ethernet (10/100/1000), switching/bridging

Database: SQL Relational Database, Django

Languages: C/C++, Java, Python, HTML, JavaScript, Unix

IDE Tools: JetBrains, Visual Studio, Bloodshed Dev C++, NetBeans

PERSONAL PROJECTS

- Small electronics
- Small websites

TRAINING

- CareerTech Certification for Microcomputer Networking Technician
- CareerTech Certification for Microcomputer Repair Technician
- Brainbench Certification for Server Administration for Active Directory
- Combat Lifesaver Course
- Hazardous Materials Handler Endorsement
- Code of Conduct Survival Evasion, Resistance, and Escape (SERE)
- Land Navigation
- Basic Survival Course

Volunteer Work

- Assisted the VFW by helping veterans find jobs, shelter, and proper medical care.
- Built and repaired budget computers for the VFW and American Legion.