**Griffin Forensics**

Phiadelphia, PA – (215) 555-5555 – forensicsg@gmail.com

**Education**

Chestnut Hill College*,* Philadelphia, PA- May 2020

**Bachelor of Science Degree in Computer & Digital Forensics**

* GPA: 3.20
* Member, [HTCIA | High Technology Crime Investigation Association](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&cad=rja&uact=8&ved=0ahUKEwiKtdDmmr7XAhUEQCYKHVNXDD8QFggoMAA&url=https%3A%2F%2Fhtcia.org%2F&usg=AOvVaw2fKRE_RrGS-JgwNDd4AYzN)
  + Organize and plan annual Cyber Security Conference with over 100 attendees
  + Handle all details of the conference including speakers and logistics

Philadelphia Community College, Philadelphia, PA

**Associate Degree in Applied Science**, Network Security - June 2017

* Dean’s List
* Treasurer, Computer Club

**Relevant Coursework**

*Have completed meaningful, hands-on training in the following areas:*

* **Digital Forensics**: data storage technology, electronic discovery, exposure to EnCase and FTK, data recovery, data destruction, evidence handling and forensic analysis of digital photos, audio and video, as well as fingerprinting, DNA, firearms, and explosives.
* **Network Security/Information Security/Networking**: operating system security, physical security, electronic security audits, cryptology, email security, networking, network security hardware, VPN, wireless security, network attacks, intrusion detection, network sniffers, and disaster recovery.
* **Law and Criminology**: detailed exposure to criminal statutes, fourth amendment rights, fraud statutes, fraud prevention, contract law, basic crime scene investigation, and police suspect/witness interviewing practices.
* **Software Development and Programming**: extensive procedural and object-oriented programming in including programming with network sockets, writing software that interfaces with hardware, as well as programming in Java, Python and HTML.
* **Technical Writing, Computer Maintenance, Digital Logic, Interpersonal Communication and Intercultural Communication.**

**Technical Skills**

* Intermediate knowledge of Unix/Linux/BSD operating systems, including experience running personal computers and personal headless servers on Linux.
* Intermediate experience using Adobe Photoshop and Audition, including their use as forensics tools.
* Personal website development using HTML, XHTML, XML, CSS, and some PHP.

**Relevant Experience**

*Chestnut Hill Public School System*, **Digital Forensics and Network Security Consultant** - Summer 2018

* Researched hardware and software used by the school district to evaluate system vulnerabilities.
* Used network scanning software to find security breaches in network machines.
* Analyzed networking and computing policies and suggested/integrated security and forensic protocols.
* Developed policy recommendations to improve the privacy and safety of students and staff.

**Additional Experience**

Community Players Theater, Philadelphia, PA, **Assistant** **Manager** - September 2017 to Present

* Directed workforce, including employee training/development, scheduling, supervision and assessments.
* Oversaw equipment (including computers, registers, network, and projectors) and identify/resolve potential technical problems.
* Improved network performance, manage e-newsletter, and maintain website.

*Anthony’s Pizza*, Ambler, PA **Manager** - Summers 2016 and 2017

* Promoted from Kitchen Assistant to Manager.
* Trained new employees to ensure kitchen safety and sanitation, prompt and friendly customer service and understanding of restaurant policy.
* Maintained internet security system to protect financial transactions and employee records.