Alexis S. Martin

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PROFESSIONAL SUMMARY

Ambitious Cybersecurity Engineer with a passion for justice. Committed to implementing innovative solutions to challenges while optimizing processes. Polished in executing security plans and procedures and developing strategies to minimize and respond to security vulnerabilities. Logical and analytical problem-solver competent with security tools and technologies.

EDUCATION

Master of Science | Cybersecurity | GPA: 3.60   *06/2020*
Drexel University, Philadelphia, PA

Bachelor of Science | Information Technology | GPA: 3.43   *06/2020*
Drexel University, Philadelphia, PA

TECHNICAL SKILLS

Languages: HTTP, CSS, C++, JavaScript, HTML, MySQL, Python, Bash, Awk
Software: Confluence, Jira, Fortify, Splunk, Vontu, Microsoft Office

PROFESSIONAL EXPERIENCE

CYBERSECURITY ENGINEER & ANALYST   *06/2020 to CURRENT*

Bank Of America | Washington, DC

Cybersecurity Engineer II | *Identity & Authentication Team*
- Troubleshoots 10+ Incidents weekly, assisting with broad range of technical issues requiring practical explanations to internal clients
- Provides engineering security via *Unix*; troubleshoots *HTTP* traces daily
- Demonstrates effective cross-functional verbal and written communication skills to collaborate on integrating to existing security features
- Identifies, analyzes, and addresses problems to resolve issues thus minimizing negative impact and organizational risk

Participant of the Women's Cyber Rotational Program receiving accelerated on-the-job training from Global Information Security teams for six-month cycles.
Social Engineering Attack Simulation Specialist | *Security Awareness Team*
- Accurately tracked information security findings in Sharepoint weekly from over 75 simulations and communicated them to team
- Communicated with both technical and non-technical audiences, of varying seniority, to effectively articulate risk and minimize vulnerabilities
- Demonstrated adaptability by applying advanced trouble shooting skills in fast paced environments, maintaining monthly superior rankings and scores resulting in executive recognition

Data Analyst | *Cyber Crime Prevention Team*
- Effectively analyzed information security data from multiple sources to provide cohesive datasets to enrich team's intelligence on over 200 cryptocurrencies
- Analyzed large datasets in *Excel* to communicate complex concepts in concise language for leadership to leverage in forming new partnerships

Project Manger | *Cyber Crime Solutions Team*
- Supported project management roadmap development to define project objectives, timelines and milestones
- Created and updated *Jira* projects weekly to support migration to *Agile*
- Documented internal procedures to mitigate risk and increase efficiency

Cybersecurity Defense Analyst | *Data In Motion & Data In Use Teams*
- Spearheaded new initiative to become trained in two controls simultaneously and received a 100% *Quality Check* score
- Analyzed and resolved 100s of email alerts weekly to determine when to escalate potential risk in compliance with the defined *Service-Level Agreement*
- Investigated high-risk violations via *Splunk* to decrease vulnerabilities

IT Auditor | *Risk Governance Team*
- Provided technical guidance for change management during playbook reviews to increase cybersecurity compliance
- Facilitated cross-functional team meetings to receive progress updates and create a space conducive to collaborations between three teams

INFORMATION TECHNOLOGY ANALYST INTERN   *09/2019 to 06/2020*

Corcentric – Source One | Willow Grove, PA

- Utilized *Excel* to manipulate over 20 datasets and performed analysis to drive system improvement, assisting in identifying issues and solutions
- Collaborated with a team of analysts and consultants to execute and implement new strategic sourcing process
- Performed industry research, contract reviews, report drafting and data entry

INFORMATION TECHNOLOGY AUDITOR INTERN   *09/2018 to 03/2019*

Vanguard | Malvern, PA

- Led the roll out of *Trello*, an agile project management tool, and provided training to 100+ crew members and directors
- Performed control testing for the change management process

PRODUCT TRIAL AND SHOWCASE ANALYST INTERN   *09/2017 to 03/2018*

Comcast | Philadelphia, PA

- Managed team's inquiry inbox for 12+ projects and approved and created 20+ *Jira* tickets weekly
- Created new surveys weekly in *Trials* portal and provided daily data analysis

APPLICATION DEVELOPMENT SPECIALIST INTERN   *09/2016 to 03/2017*

Cigna | Philadelphia, PA

- Analyzed monthly *Fortify* reports and performed security code reviews to remediate 100+ security vulnerabilities
- Supported application design and developed management dashboards for tracking project progress

TECHNICAL PROJECTS

- **Drexel Alumni:** Visionary for machine learning/artificial intelligence mobile app
- **Philly Codefest:** Managed five peers in designing a functional wireframe for a new web-based app