Sarah Smith

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EDUCATION

Assumption University, Worcester, MA   **May 2023**
Bachelor of Science, Major: Cybersecurity   **GPA: 3.68/4.0**
Dean's List   **Fall 2019 - Present**

PROJECT WORK

Securing Wired & Wireless Networks: Gained knowledge in both technical and theoretical approaches to the deployment, securing and defending of wireless networks while designing and building a secure local area network, incorporating all elements of the seven layers of the OSI Model.
Java: Gained knowledge of Java programming language, including how to write, debug, and execute Java programs.
Personal Project: Used C# and Unity to develop a 2D, text and button based RPG game

TECHNICAL SKILLS

Operating Systems: Mac OS, Windows, iOS, Android, Linux
Programming Languages: Java, JavaScript, C++, Python, Bash, HTML
Computer Applications: Microsoft Office, Google Workplace

EXPERIENCE

BJ's Wholesale Club, Westborough, MA   **August 2022-Present**
Cybersecurity Intern
- Engage in IT Risk and Compliance activities including controls testing and monitoring
- Work on developing proactive configuration audits across network and security gear; implement process into policy and standards documentation
- Identify and propose automation opportunities across IT Risk and Compliance
- Facilitate collecting and reviewing updated documentation on 10 vendors for Annual Third-Party Risk Assessments

Stop & Shop, Boston, MA   **August 2019-Present**
Cashier
- Provide excellent customer service by assisting customers at checkout and bagging groceries during college breaks
- Manage cash drawer of $500 and balance drawer at beginning and end of shift to ensure accuracy

Child Care Provider, Worcester, MA   **September 2017-May 2021**
- Cared for three children ages 2-8 three days a week
- Drove children to and from afternoon activities, assisted with homework and prepared snacks
- Entertained children with activities such as games, arts and crafts and imaginative play

ACTIVITIES

Cybersecurity Club   **Spring 2021-Present**
Vice President
- Collaborate with other VPs, faculty and alumni association to organize monthly guest lecturers from the cybersecurity field

Assumption University Field Hockey (NCAA Division II)   **Fall 2019-Present**
- Participate in community service projects and team fundraising
- Devote 15 hours per week to practice, games and travel while balancing a course load of 15 credits and a part-time job

Campus Activities Board (CAB)   **Fall 2019-Fall 2020**

SKILLS

- Fluent in Spanish
- Basic proficiency in Microsoft Word, Excel, PowerPoint
- Intermediate knowledge of social media sites such as Instagram, LinkedIn, Twitter, and Facebook