

Daniel Thompson

Analyst - Cybersecurity Operations

📞 (312) 555-7624 ✉️ daniel.thompson@example.com

🌐 [linkedin.com/in/danielthompson](https://www.linkedin.com/in/danielthompson) 📍 456 Oak Avenue, Chicago, IL 60614

STRENGTHS

- 🗣️ **Crisis Communication**
Effectively communicated complex technical concepts resulting in increased stakeholder confidence.
- 📊 **Data Interpretation**
Transformed robust data into understandable formats, driving swift decision-making for teams.
- 🔄 **Process Improvement**
Identified inefficiencies in workflows, leading to enhanced productivity within the cybersecurity team.
- 👥 **Collaboration**
Worked closely with cross-functional teams, fostering stronger relationships for smoother project delivery.
- 🕒 **Time Management**
Balanced multiple priorities efficiently, ensuring completion within tight deadlines while maintaining quality.

SKILLS

Cybersecurity

Identity and Access Management (IAM)

Project Management Jira

Confluence Data Analysis

Stakeholder Engagement

Reporting Risk Assessment

Collaboration Communication

Problem Solving

Workflow Improvement

Team Coordination

Meeting Facilitation

Analytical Skills

SUMMARY

Dynamic cybersecurity analyst with over three years of experience in delivering efficient security projects. Known for strong commitment to organizational values such as integrity, inclusion, and collaboration. Proficient in portfolio planning, management, and tracking using project management tools like Jira and Confluence. Experience engaging diverse audiences across various technical levels and fostering collaborative efforts among cross-functional teams. Dedicated to supporting Identity and Access Management initiatives through thorough data analysis and ongoing process improvements. Demonstrated ability to prepare insightful reports that drive informed decisions and enhance leadership engagement.

EXPERIENCE

Analyst - Cybersecurity Operations

SecureTech Innovations 📅 March 2023 - Present 📍 Chicago, IL

Support delivery of cybersecurity initiatives by managing portfolios while ensuring precise tracking and reporting. Foster collaboration with service owners for accurate data management. Analyze key metrics to highlight risk areas within projects. Shape meeting structures and capture follow-up actions effectively.

- Assisted in managing cybersecurity project portfolios, tracking status, milestones, and risks to ensure timely delivery.
- Collaborated with project service owners to maintain accurate portfolio data and prepare executive summaries for leadership.
- Analyzed data trends to identify projects at risk and provided actionable insights to mitigate issues.
- Supported scheduling and documentation of weekly review meetings, ensuring all action items were tracked and followed up on.

Junior Analyst - Cybersecurity

CyberGuard Solutions 📅 June 2021 - February 2023 📍 Chicago, IL

Engaged actively in assisting cybersecurity projects through data management and analysis support. Coordinated with teams to guarantee effective project execution and communication. Prepared insightful progress reports for stakeholders.

- Engaged in cybersecurity project support, assisting with data collection and analysis for various initiatives.
- Coordinated with cross-functional teams to ensure effective communication and project alignment.
- Developed reports and dashboards to visualize project progress and health for internal stakeholders.

LEADERSHIP & AWARDS

- Recipient of the Excellence in Collaboration Award for outstanding teamwork in cybersecurity initiatives.
- Recognized as 'Rising Star' in Data Reporting for best practices in visualizing project health metrics.

EDUCATION

Bachelor's Degree in Computer Science

University of Illinois at Chicago 🎓 GPA: 3.8 📅 2021 📍 Chicago, IL

Coursework: *Software Development, Network Security, Database Management, Systems Analysis*

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Analyst - Cybersecurity Operations at SecureTech Innovations (3.2 Years)

● Junior Analyst - Cybersecurity at CyberGuard Solutions (1.7 Years)

CERTIFICATIONS

- Certified Information Systems Security Professional (CISSP) 📅 2023
- CompTIA Security+ 📅 2022

TECHNICAL SKILLS

- **Project Management Tools:** Jira, Confluence, SharePoint
- **Cybersecurity Frameworks:** NIST, ISO/IEC 27001, Risk Management Framework
- **Data Analysis Tools:** Excel, Tableau, Python
- **Security Monitoring Tools:** Splunk, ELK Stack, Fortinet
- **Access Control Concepts:** RBAC, ABAC, Single Sign-On
- **Incident Response Methods:** Preparation, Detection, Response
- **Encryption Standards:** AES, RSA, SSL/TLS
- **Network Security:** Firewalls, VPNs, IDS/IPS
- **Compliance Regulations:** GDPR, HIPAA, PCI DSS
- **Cloud Security:** AWS, Azure, Google Cloud Platform

PROFESSIONAL AFFILIATIONS

- Member of the Cybersecurity Professionals Association, fostering greater awareness in community safety practices.
- Contributor to university computer science club, promoting student engagement in cybersecurity topics.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST