

STEPHEN SZWEC  
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## **SUMMARY**

Over 10 years professional Intelligence Analysis/Project Management experience. Highly familiar with a wide variety of security, networking, and operating system software. Adaptable and transformational leader with a proven ability to work independently, or as a member of a team, to develop opportunities that further establish organizational goals.

## **EMPLOYMENT HISTORY**

### **Owner and CEO - November 2017 - Present**

*Vanguard Security Solutions, LLC Charlottesville, VA*

CEO / Training Director for a DCJS certified training school in Virginia. Responsible for training and development of DCJS certified security professionals. Courses covered include both Armed and Unarmed Security officer as well as alarm respondent and pistol qualifications. Assign, in accordance with applicable company policies and procedures and in compliance with state and federal laws, duties that can include some or all of the following: interviewing, orienting and training employees; planning, assigning, and directing work; coaching and appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems; and, making hiring and termination decisions.

### **IT Support Consultant – December 2019 – Present**

*Thomas Jefferson Foundation at Monticello, Charlottesville, VA*

- Solved clients' IT issues - Determined changes, recommended quality software, projected modifications of software, hardware and networking
- Decommission of computers/networks
- Windows 7 migration
- Monitor Help Desk environment

### **Sr. Network Administrator – June 2018 – November 2019**

*National Marine Suppliers, Inc. Ft. Lauderdale FL*

- Administered networks in US, Europe and Caribbean.
- Managed 6 servers in a Windows 2012 R2 system with 99.9% uptime while lowering vulnerabilities by properly aligning ASA firewalls and security systems and processes.
- Improved network performance 20% via monitoring and application prioritization.
- Configured, maintained, monitored, and troubleshoot all active network equipment.
- Installed and maintained Microsoft exchange server, managed in place Vsphere VMware Virtual environment, managed Dynamic NAV server/software, as well as the VoiP phone systems.
- Configured Active directory and performed all configurations of ports and network systems.
- Configured VLAN to overseas offices and administered the networks off site location from planning, deployment, to maintenance.

## **Senior Intelligence Analyst/Project Manager - November 2008-June 2015**

*Defense Intelligence Agency (DIA) / National Ground Intelligence Center (NGIC), Charlottesville, VA*

- Served in multiple Intelligence agencies as an all-source intelligence analyst utilizing all-source and biometric intelligence, trend and pattern analysis, link diagrams, and network analysis to produce innovative, targeted intelligence products.
- Authored hundreds of intelligence products such as briefings, analysis reports, studies, estimates, forecasts, and assessments; authored over 20 Technical Intelligence Reports (TIRs).
- Team leader directing the research efforts of junior analysts and assessed the progress of research efforts to redirect efforts as necessary.
- Served as a Document and Media exploitation instructor responsible for the training of over 500 members from multiple SF units on Site Exploitation.
- Provided instruction on DOCEX, MEDEX, CELLEX, and Biometric collection and provided guidance on software manipulation and installation for FRED/FRED-L, CELLEX, and other exploitation platforms used in media exploitation.
- Completed more than 2,000 hours of primary instruction and coordinated over 50 Mobile Training Team events from first contact to training follow-up.
- Developed new instruction programs and adjusted existing training materials to reflect current lessons learned and TTPs.
- Designated theater lead for training and development while deployed. Coordinated training, transportation, and facilities for in-theater events and revised and maintained training materials and lesson plans for more than 16 modules of instruction related to the Unattended Ground Sensor course at Fort Huachuca.

### **Training and Certifications/Qualifications**

Intelligence Analyst UGS Course, US Marine Corps, 2005

Army Basic Instructor Course, US Army Intelligence Center of Excellence, 2009

Advanced Instructional Methods, US Army Intelligence Center of Excellence, 2010

Biometric Site Sensitive Exploitation (SSE) course with Media Exploitation (MEDEX), National Forensic Science Technology Center, 2011

Basic Instructor Certification, awarded 2009

Senior Instructor Certification, awarded 2010

### **IT Training**

Cisco® Interconnecting Cisco® Networking Devices Part 1 v2.0 (ICND1)

Cisco® Interconnecting Cisco® Networking Devices Part 2 v2.0 (ICND2)

Cisco - Implementing Cisco IOS Network Security (IINS) v1.0

20410 Installing and Configuring Windows Server 2012

20411 Administering Windows Server 2012

20412 Configuring Advanced Windows Server 2012 Services

ComTIA A+ Certification (Expired)

CompTIA Security+ Certification (NHA)

**Application Proficiency**

Microsoft Office	PDQ Deploy	Anti-virus	Darktrace/Rapid7
Adobe Suite	Solar Winds	Anti-malware	Opmanager
SQL Enterprise	Putty	Exchange	TeamViewer
SQL 2008	Wireshark	Manage Engine	Microsoft Dyn. NAV
ServiceDesk+	VPN	Spice Works	Kape/Loki

**Education**

78 credits towards Bachelor of Science degree in Information Technology Management, projected graduation 2020.

Graduate of the Entrepreneur Bootcamp for Veterans with Disabilities (EBV Program), Whitman school of business Syracuse University, New York