Maxwell J. Dawson

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OBJECTIVE: Information Technology Project Management

Uniquely qualified in the following areas:

Communications Systems	Cryptology Systems	Problem Resolution
Information and System Security	Network Systems	Leadership and Training

~ Top Secret SCI Security Clearance ~

System Management and Security
Managed security for communication and cryptology assets worth over $20M.

Project Management
Managed 30+ computer security projects ensuring 98.5% network availability.

Leadership and Training
Provided information assurance training for 5,500 users increasing awareness by 200%.

Computer and Network Systems
A+ Computer System, MS TCP/IP on Windows 7 w/ MS Office 2007, Networks (LAN/WAN), ATM Encryption, SIPRNET, IBM 370 mainframe-JES2/3 w/ Panvalet; DB2, COBOL, COBOL II, JCL, MARK IV, TSO/ISPF, peripheral equipment; Cryptographic and Switch Systems; Fiber Optics; UNIX.

PROFESSIONAL EXPERIENCE

UNITED STATES AIR FORCE   10/2001 to Present
INFORMATION ASSURANCE MANAGER
Yokota Air Base, Japan (10/2006 to Present)

Yokota is one of the most modern bases in the Air Force and serves as the primary U.S. military aerial port on mainland Japan. The base is home to three headquarters units and its host air wing serves as the airlift hub of the Pacific.

Manage 160+ system certification/accreditation packages, provide guidance on Information Assurance Policy and DoD Information Technology Security Certification and Accreditation Process, and administer database to track over 40 accounts. Technical representative and point of contact to identify security vulnerabilities and prevent unauthorized access. Track wireless access, SIPRNET compliance, and the Telecommunications Monitoring/Assessment Program.

- Established domain group policies, provided single-point security configuration for 26 workstations.
- Implemented log monitoring software providing real-time intrusion/error notification for 47 systems.
- Manage compliance inspection of communication/cryptology assets worth over $20M preventing electronic espionage.
- Provided technical support and training, including security training for 63 Information System Security Officers.
- Managed 30 computer security projects ensuring 98.5% network availability and reliability.
- Detected and removed a worm virus preventing a disastrous system failure (the first in PACAF to eradicate this virus).
- Provided information assurance awareness training for over 5,500 users increasing awareness by 200%.

CRYPTOGRAPHIC SWITCHING SYSTEMS CRAFTSMAN
Yokota Air Base, Japan (10/2005 to 10/2006)

Managed and participated in the installation, maintenance, inspection, testing, modification and safeguarding of over 500 pieces of electronic telecommunications and cryptographic equipment valued in excess of $2M in support of over 35 supported facilities. Implemented and maintained security programs, policies, and procedures to protect the integrity and confidentiality of systems, networks, and data.

- Controlled and managed Communications Security (COMSEC) materials and publications in support of 45 systems.
- Isolated system malfunctions and coordinated restoration actions for over 300 high-priority communications circuits.
- Led the preparation team for two scheduled re-accreditation inspections resulting in zero write-ups.
- Completely overhauled a neglected training program resulting in praise from unit training manager.
- Served as patch and test supervisor eliminating obsolete equipment ensuring achievement of DISA certification.
- Supervised emergency Red Switch circuitry and spearheaded provision of Red Switch circuit for deployed personnel.

COMPUTER, NETWORKING, AND CRYPTOGRAPHIC SYS JOURNEYMAN
Yokota Air Base, Japan (10/2003 to 10/2005)

Performed installation, maintenance, inspection, testing, modification, and safeguarding of over 700 items of electronic telecommunications and cryptographic equipment valued in excess of $2M in support of over 35 facilities. Installed, configured, troubleshot, and maintained hardware and software ensuring system availability and functionality. Provided technical support, advice, assistance, and training to customers and system users.

- Coordinated restoration of over 300 high-priority data and voice communications circuits, maintaining 99.8% uptime.
- Controlled and managed computer security materials and publications supporting 45 different equipment systems.
- Mapped and catalogued circuits in patch and test facility; reduced tracing and troubleshooting time by 50%.
- Flawlessly performed over 1,050 computer security updates on 75 circuits in support of over 15 units.
- Took the lead in the design and construction of a circuit emulator enhancing training program efficiency by 80%.
- Led a three-man team in the upgrade of Defense Red Switch telephone firmware generating savings of over $100k.

COMPUTER, NETWORKING, AND CRYPTOGRAPHIC SYS APPRENTICE
Yokota Air Base, Japan (10/2002 to 10/2003)

Performed installation, maintenance, inspection, testing, modification, and safeguarding of over 700 items of electronic telecommunications and cryptographic equipment valued at over $20M in support of over 18 facilities. Troubleshot telecommunications equipment and performed restoration actions for over 300 data and voice communications circuits.

- Controlled and managed computer security materials and publications supporting 45 different equipment systems.
- Provided exceptional support for the United States and Republic of Korea during exercise Ulchi Focus Lens 2003.
- Deployed for 179 days to Qatar Air Base to provide communications support for Operation Enduring Freedom.
- Installed over 225 voice and data-communications links, completing the $2.4M project three weeks ahead of schedule.
- Recognized as "Airman-of-Quarter" and "Team-of-the-Quarter" for restoring vital tactical air operations secure radio.

TACTICAL NETWORK SYSTEMS MAINTENANCE TECHNICIAN
Tinker Air Force Base, OK (10/2001 to 10/2002)

Served as a member of an eight person team providing command, control, communications, and computer services in support of worldwide deployments, humanitarian missions, and exercises. Deployed in support of Operation Enduring Freedom to provide communications support for the "War on Terror".

- Troubleshot and maintained the communications, network, and Internet systems valued at over $5.7M.
- Maintained hardware and software for Local Area Network (LAN) in support of 70 computers and 120 users.
- Configured 53 pieces of network equipment, installed 67 software packages, and created 372 email accounts.
- Participated in a $2.4M tent city rewire project, installing 210 network and 15 fiber optic connections.

EDUCATION

BBA   Human Resource Management (28 semester hours remaining)
AS   Management Studies, Oakland Community College, Auburn Hills, MI, 03/2007
AS   Electronic Systems Technology, Community College of the Air Force, Montgomery, AL, 10/2006
Airman Leadership School (29 days) 12/2008

PROFESSIONAL TRAINING

Test Preparation 220-301 A+ Core Hardware; Test Preparation 220-301 A+ Operation Systems; Instructional System Development; Leadership/Management; Managerial Communications; MS TCP/IP on Windows NT 4.0; Intro to Networking; TACLANE Operations; ATM Encryption; TSEC/KG-81/84/57/58/99 Limited Maintenance; LAN Fundamentals; Network User Licensing; INFOCON; Fundamentals of Internetworking; LAN Media and Components; MS Windows NT Essentials; NET Essentials; Computer Maintenance; Automated System Operations; Automated System Maintenance; Advanced Command/Control Operations; System Administrator; Crypto Systems/Devices; Peripheral Equipment; Computer, Network, Cryptographic, and Switch Systems; Advanced Computer Networking; Introduction to Digital Electronics; Basic Electrical Principles/CKTS

AWARDS

Air Force Commendation Medal, Air Force Achievement Medal, Air Force Training Ribbon, Air Force Outstanding Unit Awards (3), National Defense Service Medal, John L. Levitow Award, Global War on Terrorism Service Medal, Air Force Longevity Service Award, Global War on Terrorism Expeditionary Medal, NCO Professional Military Education Graduate Ribbon