
INFORMATION SECURITY MANAGER RESUME

Summary:

A career-oriented professional with proven years of experience in information security management; responsible for information security awareness and security risk awareness with the organization; A focused individual in-charge of information security policies and procedures; has a good interpersonal and organizational skills; Profound communication skills both in oral and in writing; a skilled and hardworking IT professional with diverse networking and programming experience; focused in providing world-class customer service approach, achieving 98% of Service Level Commitments; Certified and experienced network pre-sales and post-sales engineer capable of supporting product and services by conducting network assessments, planning and recommendation to both existing and prospective clients; makes customer service a top priority to help company create a big leverage against competition.

Professional Experience:

Information Security -Chief Officer January 2007 – present
New York Life, New York, NY

Responsibilities:

- Documented security policies and procedures created by the Information Security Committee.
- Initiated, facilitated, and promoted activities to create information security awareness within the organization.
- Performed information security risk awareness with the organization.

Information Security Manager May 2004 – December 2006
Morgan Stanley, Brooklyn, NY

Responsibilities:

- Reviewed all system-related plans throughout the organization's network.
- Monitored compliance with information security policies and procedures.

Assistant Manager of Information Security February 1999 – May 2004
Mitchell Martin, Jersey City, NJ

Responsibilities:

- Documented security policies and procedures created by the Information Security Committee.
- Initiated, facilitated, and promoted activities to create information security awareness within the organization.
- Performed information security risk awareness with the organization.

Information Security Manager May 2004 – December 2006
Morgan Stanley, Brooklyn, NY

Education:

Bachelor of Science in Information Technology, Major in eCommerce
University of Iowa, IA, 1999

Skills:

- Adept in running Windows Server 2003, Windows 95/98/2000/XP, Vista Lotus Domino, Red Hat Linux Operating Systems
 - Knowledgeable in configuring network services including Cisco routers and switches for Leased Line connections (Point-to-Point, Frame Relay, Aggregate, MPLS, Interface VLAN, VLAN);
 - Capable of setting up internal LAN, remote access, dialup, DSL, Leased Line, basic IPVPN, VoIP, DHCP, DNS, Samba, Mail, Proxy, Web, MySQL Server, TCP/IP, Ethernet, Token Ring, Wireless Network
 - Uses MS Office, VoIP, Unified Communications, Videoconferencing, Lotus SmartSuite, Adobe Photoshop, Macromedia Dreamweaver, Macromedia Flash MX applications
 - Capable of running different language programs in Microsoft Visual C/C++, Visual Basic, HTML, PHP
-

Certifications:

Cisco Certified Network Professional, 2004
Asset Firewall and Security Management Trainee, 2003
Cisco Certified Network Associate, 2000

[Build your Resume Now](#)