

# Hannah R. Bass

Norfolk, VA 23518 | (757)-618-8405 | hbass002@odu.edu

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## Work Experience:

### Paraprofessional

Norfolk Public Schools  
800 E City Hall Ave  
Norfolk, VA

**Dates:** 8/2020 - 6/2022

**Salary:** \$20,000.00 USD Per Year

**Hours per week:** 36

### **Duties, Accomplishments, and Related Skills:**

- Assisted teachers in the classroom by providing the identified special ed (SPED) kids with their accommodations. A common accommodation was having audio on all assessments and assignments.
- Accommodated the SPED kids by reading out texts, fixing their computers, and keeping them on task
- Conducted thorough communications with the lead SPED teacher
- Coordinated with several teachers consistently to certify that I could administer tests
- Documented improvements or behaviors witnessed in the classroom to thus be put on a child's individualized education plan (IEP)
- Advocated for each child's needs to ensure they were given the best education possible
- Administered tests and made sure tests were in the proper format and accommodated each child
- Helped set up Canvas platforms and troubleshoot zoom during pandemic learning.
- Fixed smartboards, laptops, and printers
- Contributed my assistance to the school when a substitute was needed
- Taught lessons in the absence of teachers

**Supervisor:** David Faircloth (757)-531-3070)

**Okay to contact this Supervisor:** Yes

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## **Shift Supervisor**

**Quiet Storm Surf Shop**  
**1600 Premium Outlets Blvd**  
**Norfolk, VA**

**Dates:** 6/2017 - 3/2020

**Hours per week:** 35

### **Duties, Accomplishments, and Related Skills:**

- Lead my sales associate team to a successful sales day
- Managed all functions of the store in the absence of a manager
- Created tasks for my sales team
- Planned placement of positions in the store to put each sales associate where they worked the best
- Handled large shipments of merchandise that needed to be checked into the system
- Utilized point of sale (POS) systems
- Processed returns and exchanges
- Opened and closed the store
- Counted down cash drawers to ensure the numbers matched previously documented counts on drawers
- Practiced customer service skills to meet the goal in sales each day
- Monitored the store for theft
- Thoughtfully placed merchandise in a way that would catch the eye of a customer

**Supervisor:** Lisa Smith (757) 673-3990)

**Okay to contact this Supervisor:** Yes

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## **Education:**

### **Old Dominion University**

(Bachelor's degree expected to be completed May 2023)

**GPA:** 3.9 of a maximum 4.0

**Major:** Cybersecurity

### **Relevant Coursework, Licenses, and Certifications:**

- Interdisciplinary theory and concepts
- Cybersecurity ethics

- Cyber law
  - Cyber strategy and policy
  - Introduction to object-oriented programming
  - Introduction to information systems
  - Criminology
  - Cloud computing
  - Cybersecurity fundamentals
  - Linux system for cybersecurity
  - Windows system management and security
  - Cyber techniques and operation
  - Digital forensics
  - Cybercriminology foundations
  - Introduction to Networking
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### **Tidewater Community College**

(Associate degree earned 12 / 2020)

**GPA:** 3.9 of a maximum 4.0

**Major:** Science

**Honors:** Summa Cum Laude

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### **Affiliations:**

- Women in Cybersecurity (WiCyS) - member
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### **Awards:**

- Scholarship For Service (SFS) CyberCorp Scholarship-recipient
  - Women in Cybersecurity (WiCyS) 2023 Scholarship-recipient
  - Presidents and Dean list
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### **Volunteer Work:**

- CyberPatriots mentor at Granby High School
  - 2022 COVA CCI Cybersecurity Education & Research Conference
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**Skills:**

- Familiar with the programming language Java
- Proficient in Linux systems
- Familiar with tools such as Wireshark, Nmap, Nessus, Cain and Abel, Metasploit, and other cybersecurity tools
- Familiar with HTML
- Familiar with Digital Forensic tools such as Autopsy, WinHex, and ProDiscover 64
- Proficient in Microsoft Office Suite
- Skilled in written and oral communication
- Skilled in customer service
- Active in initiating enhanced problem-solving and critical-thinking skills
- Experienced in leadership positions and roles
- Able to adapt to environment and expectations
- Radiates patience and understanding