

Dylan T. Berry

Havre de Grace, MD | dylan.berry0918@gmail.com | (434) 471-1451

Education

United States Navy

Communications Signals Collection and Processing Course – *Pensacola, FL* March 2019

Rappahannock Community College

Associate's Degree, General Studies – *Glenns, VA* December 2022

Old Dominion University

Bachelor's Degree, Cybersecurity w/ Minor in Computer Science – *Norfolk, VA*
August 2025

Certifications

Certified Microsoft Office Specialist (Word, Excel, PowerPoint, Outlook) May 2015

Certified Radio Operator July 2022

Certified Service Representative September 2023

Summary

Highly accomplished leader with a proven track record in military operations and administrative management. Equipped with strong leadership skills honed through 4 years of service in United States Navy. Is adept at leading teams to achieve mission-critical objectives under challenging conditions. Experienced in overseeing administrative functions, including providing support to civilian, military, and contractor personnel currently deployed, with a focus on efficiency and accuracy. Skilled in strategic planning as well as time and personnel management. Possess a strong attention to detail and a commitment to excellence in all endeavors. Seeking to leverage military leadership experience and administrative proficiency into a potential career.

Professional Experience

National Security Agency – *Fort Meade, MD* June 2024 - Present

LG-TEK– Program Deployment Support Specialist IV

Position Description: Provide support and account for civilian, military, and contractor personnel (HQs and Extended Enterprise) deployed to hostile areas in support of NSA CSS

missions. Managed a corporate process that ensures proper pre-deployment preparation of personnel, support while deployed, and post-deployment return.

Principal Duties and Responsibilities:

- Deploy to facilities and influx sites worldwide to provide support to federal staff and technical assistance.
- Provide operational support to federal field staff, including tracking of cases, compiling various reports, entering updates into agency system, and coordinating with various government agencies as requested.
- Provide oversight support to federal field staff, through conducting onsite assessments of care providers based on different triggers identified by regional federal supervisor.
- Provide summary analysis and recommendations to applicable parties, and immediately report urgent issues, especially those related to the safety and welfare of program participants.
- Provide in-person technical assistance and interview support to the monitoring team.
- As requested, provide remote or on-site best practice recommendations and technical assistance to federal staff and care providers based on observed trends and an established understanding of policies and procedures.
- Monitor database data entries by program staff to supplement assessment analysis and to ensure quality and timeliness of data entry.
- Serve as liaison between military and consulates by processing all requests to and from consulates pertaining to specific care providers.

National Security Agency – Fort Meade, MD

Sep 2023 – June 2024

LG-TEK– Pre-Employment Specialist III

Position Description: Responsible for conducting thorough pre-employment screenings, including background checks and credential verifications. Coordinate candidate communications, schedule interviews, and maintain accurate records in HR systems. Ensure compliance with company policies and regulatory requirements while upholding confidentiality and integrity throughout the recruitment process.

Principal Duties and Responsibilities:

- Handle all aspects of scheduling an average of 70 applicants per day for pre-employment processing visits, including operational interviews, HR interviews, off-site interviewing events.
- Coordinate applicant’s schedule with security, psychological testing/interviews, testing, and polygraphs.
- Managed candidate communications, scheduling, and coordination of interviews, ensuring a smooth and efficient recruitment process.
- Maintained meticulous records in HR databases, ensuring accuracy and compliance with company policies and legal requirements.

- Provided guidance to candidates on application procedures and requirements, fostering positive candidate experiences.
- Collaborated with hiring managers and HR team members to streamline processes and improve overall efficiency in recruitment operations.
- Upheld confidentiality and integrity throughout all stages of recruitment, handling sensitive information with discretion and professionalism.

United States Navy – Fort Meade, MD

Sep 2018 – Sep 2022

Cryptologic Technician Collection Second Class – Signals / Reporting Analyst

Position Description: Responsible for intercepting and analyzing foreign communications and signals intelligence. Proficient in operating advanced electronic and computer systems to gather and interpret data critical to national security. Skilled in conducting cryptologic analysis of maritime and land-based communications, supporting military missions and intelligence operations. Capable of identifying and reporting on emerging threats, utilizing expertise in signal analysis and electronic warfare tactics. Collaborated closely with service members, officers, civilians, and external agencies to provide actionable intelligence in support of operational objectives.

Principal Duties and Responsibilities:

- Interpreted and analyzed foreign communications and signals intelligence (SIGINT) using advanced electronic and computer systems, contributing to critical national security efforts.
- Conducted detailed cryptologic analysis of maritime and land-based communications, identifying patterns and anomalies to generate actionable intelligence reports.
- Operated sophisticated equipment and software to intercept, collect, and process intelligence data in real-time, ensuring timely dissemination to decision-makers.
- Collaborated with multidisciplinary teams and external agencies to support joint military operations and strategic initiatives.
- Maintained strict adherence to security protocols and procedures, ensuring the confidentiality and integrity of sensitive information. Worked as a member of a 24-hour watch floor, providing in-depth analysis and reports in support of Fleet and National level customers.
- Qualified as an Advanced Operator and Supervisor for the watch floor.
- Successfully tracked and identified high interest units. Supported five commands operating under high-risk conditions. Efforts led to 100% safety of personnel and equipment.
- Conducted daily briefs to junior and senior personnel, enabling full scope knowledge of the mission and current operations of the watch floor.
- Provided over 100 hours of training to many junior and senior service personnel, which enabled a more thorough understanding of mission and job requirements.