

Jake Modelewski

EXPERIENCE

Old Dominion University, Norfolk, VA — Security Analyst (Full Time)

July 2025 - Present Day

Support the mission of Information Technology Services by maintaining the integrity, confidentiality, and availability of university data through daily operational tasks, incident response, proactive system monitoring, maintaining documentation, and supporting projects that enhance the security posture of the University. Monitor and assess security systems and operations. Use of SOAR and SIEM software to identify security issues for remediation. Recognize potential, successful, and unsuccessful intrusion attempts and compromises. Conduct thorough reviews and analyses of relevant event detail and summary information. Audit system performance, vulnerability, and user presence within system infrastructure. Firewall management, audit, and development. Automation through development of API's to enhance security operations. Project management developing systems on both inter and intra departmental scale.

Eastern Virginia Medical School, Norfolk, VA — Systems Engineer III (Full Time)

June 2024 - July 2025

Work with vendors, end users, and coworkers to create and/or maintain a system. Assembly and deployment of computer hardware, operating system, and applications. Use of IDS and SIEM software to identify security issues for remediation. Recognizes potential, successful, and unsuccessful intrusion attempts and compromises thorough reviews and analyses of relevant event detail and summary information. Conduct regular audits to ensure systems are up to date with current baselines, industry, and company standards. Firewall management.

Eastern Virginia Medical School, Norfolk, VA — Systems Engineer II (Full Time)

October 2023 - Present Day

Work with vendors, end users, and coworkers to create and/or maintain a

SKILLS

Determined

Fast paced learner

Adaptive

Team player

Leader

Friendly

Hard working

Virtualization

Strongly Tech Oriented

Familiar with Java, Javascript, HTML5, CSS3, C++, C#, XML, Unity, and Visual Basic

Proficient in Python and API integration

Microsoft OS

Office 365

Sharepoint

MacOS

Windows and Linux Server Configuration and Deployment

Troubleshooting

AWARDS

CompTIA A+ Certification

Badge Verification Link:

(<https://www.credly.com/badges/0e43658a-60df-49af-a43e-858b09927fad>)

CompTIA Security+

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Eastern Virginia Medical School, Norfolk, VA – End User Support II (Full Time)

July 2023 – October 2023

Assisting users with password resets. Active Directory account management. Tier I and II help desk assistance. Main tasks involving active directory administration, network/vpn configuration, and general dispatch of ticketing systems.

Choice Financial Group, Virginia Beach, VA — IT Specialist (Full Time)

February 2023 – June 2023

Installs, modifies and makes minor repairs to personal computer hardware and software systems, and provides technical advice and support to system users.

Provide timely troubleshooting for hardware and software issues, analyze, resolve, and maintain both hardware and software for networks, email, desktops, and telecommunications. This includes receiving, prioritizing, documenting and actively resolving end user help requests.

Problem resolution may involve the use of diagnostic and help request tracking tools, as well as require that the individual give hands on help via Teams, phone, email or messaging to help resolve technical issues.

B&L Information Systems, Bridgman Michigan, MI — IT Technician & Software Support (Full Time)

February 2022 – January 2023

Provided technical support to customers using B&L's software.

Perform software upgrades to customer systems.

Manage, support, and maintain internal computers used by B&L employees. Manage internal system security to ensure employee and customer data security.

Assist in the monitoring and optimization of internal and cloud network infrastructure. Perform preventative and fault isolation maintenance on internal and external networks.

Perform system maintenance on servers, domains, user files, and databases.

Certification

Beginner HTML5 and CSS3 Certification by Microsoft

Development Fundamentals with JavaScript and HTML5 Certification by Microsoft

Academic Excellence Scholarship

Dean's List (3 of 3 semesters attended)

National Technical Honor Society Honors

Graduated With Honors (High School)

LANGUAGES

English

Assist in the configuration, maintenance, and management of network security features for internal and cloud networks.

Configure, monitor, and maintain anti-virus programs to insure network and systems integrity.

Adds and deletes users as required on network servers and applications.

Perform customization and system administration for internal systems software such as documentation, help desk, and other tools.

Assist in the configuration and management of bridges, routers, gateways, remote access servers, domain servers, security firewalls, application and device servers and Internet or Intranet devices and connections.

Maintain and update the library of technical documentation.

Perform advanced diagnostics and maintenance on desktop devices.

Work with cross-functional teams in the implementation of information technology.

Assist in the training of other employees in internal technology systems.

Pomeroy & Stryker Corporation, Kalamazoo, MI — *Deskside Support Technician (Contract)*

September 2021 - February 2022

Oversee and assist end users both locally and remote. Locally work with 200+ employees as level two support. Main tasks involving active directory administration, network configuration, hardware configuration, etc.

Meijer, Benton Harbor, MI — *Systems Monitor (Full Time)*

May 2018 - September 2021

Monitor all registers and computers in a retail setting. Managing databases and group policies. Performing sales and department audits. Service and repair registers and computers.

Greater Dowagiac Chamber of Commerce, Dowagiac, MI — *Website Developer (Contract)*

November 2020 - March 2021

Managing databases, developing PHP, HTML5, CSS3, Javascript.
Implementing and editing plug-ins and functions using Joomla!.

Allen Scott Construction, Niles, MI — *Website Developer/IT Technician (Contract)*

November 2020 - January 2021

Developed functions and features for the website. Integrated social media and live feeds through Facebook Developer platform. Worked with PHP, Javascript, and HTML5. Serviced computers and laptops within the organization.

In the Hands of a Child, Coloma, MI — Website Developer Intern (Contract)

September 2019 - January 2020

Managing databases, developing PHP, HTML5, CSS3, Javascript, and Magento code. Migrating web hosts. Working with Media Temple, Obsidian, Magento, and PLESK.

EDUCATION

Old Dominion University, Norfolk, VA — Bachelor's Degree in Information Technology: Cybersecurity

2024 - Ongoing (Not yet completed)

Current GPA: 3.9.

Southwestern Michigan College, Dowagiac, MI — Associate's Degree in Information Technology: Software Development

2017 - 2019.

GPA: 3.6

Watervliet Public High School, Watervliet, MI — Diploma

2014 - 2017

Graduated within the top 33% of my class along with honors and National Technical Honors Society honors.

Final GPA: 3.43

Van Buren Technical Center, Lawrence, MI — Class Graduation Certificate

2016 - 2016

Software Development, working with C++ Programs, Programming Raspberry pi's, and programming security style programs for equipment

REFERENCES

Eric J. Clayborn, MBA, MS-ISI

Assistant Professor: Information Technology & Business

Southwestern Michigan College

Dowagiac, Michigan

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