

Travon Cleveland

910-650-7194

<https://www.linkedin.com/in/travon-cleveland-902020107/>

travon.d.cleveland@gmail.com

Professional Summary Entry-level IT professional with a strong foundation in system administration, network security, and technical support. Former U.S. Navy Information Systems Technician with hands-on experience in managing secure networks, troubleshooting hardware and software, and providing end-user support. Adept at cybersecurity principles, network administration, and IT service management. Proven problem-solver with strong attention to detail, seeking an IT Support, Network Administration, or Cybersecurity role to transition military experience into a civilian IT career.

Skills & Technical Proficiencies

- Help Desk Support & IT Ticketing Systems (ServiceNow, Remedy)
 - Hardware Installation & Maintenance
 - Software Troubleshooting & Configuration
 - Network Administration (LAN/WAN, Cisco Routers & Switches, VPNs)
 - System Administration (Windows, Linux, Active Directory, Group Policy)
 - Cybersecurity (Firewalls, Intrusion Detection, Risk Mitigation, Endpoint Security)
 - Data Backup & Disaster Recovery Planning
 - Network Monitoring & Incident Response
 - Technical Documentation & End-User Training
 - Problem-Solving & Team Collaboration
-

Professional Experience

Delivery Driver | Domino's

Sep 20, 2025 - Present

- Delivered food orders accurately and efficiently, maintaining strong customer service standards.
- Managed cash, card, and mobile transactions with attention to accuracy and accountability.

- Navigated high-traffic areas using GPS and route planning to ensure on-time deliveries.
- Maintained vehicle cleanliness and followed safety protocols for driving and food handling.
- Assisted in-store with order preparation, inventory stocking, and team coordination during peak hours.
- Demonstrated reliability by consistently meeting shift schedules and adapting to fast-paced demands.

Seasonal Retail Associate | Old Dominion University Bookstore

July 3, 2025 – August 2025

- Provided customer service during the busy back-to-school season, assisting students and faculty with textbook purchases, returns, and general inquiries
- Operated POS systems to process sales transactions efficiently and accurately.
- Restocked merchandise, maintained a clean and organized retail space, and supported inventory management efforts
- Collaborated with team members to ensure smooth store operations during high-traffic periods

Fitfuel | Delivery Driver

May 2025 – August 2025

- Efficiently deliver healthy meal prep orders to residential and commercial clients across the Hampton Roads area, ensuring accurate and timely service.
- Maintain strong customer service skills, fostering positive relationships with clients and representing the FitFuel brand professionally.
- Manage route planning and time management to optimize delivery efficiency and reduce fuel usage.
- Assist with inventory loading, order verification, and communication with the owner to ensure order accuracy and completeness.

United States Navy | Information Systems Technician – Submarines, Electronic Warfare

March 2023 – March 2025

- Provided Level 1 and Level 2 IT support for secure networks, resolving connectivity, software, and hardware issues.
- Administered Active Directory accounts, user permissions, and network access controls.
- Managed classified and unclassified network operations, ensuring 99% system uptime.

- Implemented cybersecurity measures to prevent unauthorized access, aligning with DoD security protocols.
- Diagnosed and repaired technical issues in Windows and Linux-based environments.
- Documented troubleshooting procedures and technical solutions to improve response efficiency.
- Conducted IT security training for new personnel, improving compliance with cybersecurity policies.

United States Navy | Seaman Apprentice

August 2023 – February 2024

- Assisted in shipboard IT operations, supporting mission-critical communication systems.
- Performed routine diagnostics and maintenance on networking hardware and software.
- Provided technical support for end-users, improving system performance and accessibility.
- Gained experience in data security best practices and network monitoring.

Education & Certifications

- **Basic Enlisted Submarine School**, Naval Submarine School, Groton, CT
- **Electronic Warfare Support (ES) Fundamentals**, Naval Submarine School, Groton, CT
- **Cisco IT Essentials & CCNA 1 (Introduction to Networks)**, Center for Information Dominance
- **CANES System Administrator Post Installation Training**, Space and Naval Warfare Systems Command, San Diego, CA
- **CompTIA Security+ (Planned/Upcoming)**

Technical Training & Additional Coursework

- **Basic Submarine Damage Control**
- **Submarine Escape & Firefighting**
- **Information Technology Systems Communication & Electronic Warfare (ITS COMMS/EW)**
- **Advanced Radar Systems & Signal Processing**

Military Awards & Recognitions

- [List any commendations, awards, or special recognitions earned during service]
-

Security Clearance

- **Secret Security Clearance** (Active as of separation)
-

Additional Information

- Adaptable and quick learner, with strong analytical and troubleshooting skills.
- Ability to work independently or as part of a team in high-pressure environments.
- Strong technical documentation and communication skills.
- Open to relocation and flexible work schedules.