Matthew Nunez

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EDUCATION

Missouri Western State University – St. Joseph, MO _Bachelor of Science in Cybersecurity_

Department of Computer Science, Mathematics and Physics Honors: Outstanding Graduate in Cybersecurity

EMPLOYMENT EXPERIENCE

State Of Tennessee | IT Security Program Specialist **|** Nashville, TN **May 2025 – Present**
- Coordinate and manage annual Business Impact Analyses (BIAs) with multiple agency partners to identify critical systems, recovery priorities, and operational risks.
- Develop, maintain, and update Disaster Recovery (DR) and Contingency Plans in alignment with organizational requirements and NIST SP 800-53.
- Ensure organizational compliance with NIST SP 800-53 controls related to contingency planning, Recovery Time Objective (RTO) / Recovery Point Objective (RPO) Analysis.
- Produce clear, concise dashboards, reports, and executive-level presentations for agency partners and auditors to communicate risk posture, gaps, and remediation status.
- Plan, coordinate, and execute functional and tabletop disaster recovery tests, validating recovery procedures, communication workflows, and system restoration capabilities.

Boehringer Ingelheim | IT Infrastructure Intern | St. Joseph, MO **February 2024 – July 2024**
- Provided technical support and managed data center operations, gaining skills in server installation, networking, and troubleshooting.
- Verified system configurations for accuracy, troubleshooting issues related to endpoint enrollments, data backups, and network setups.
- Led a file organization project for 400+ employees, enhancing project management and data analysis skills.
- Improved communication skills through staff coordination and accurate data collection.

TECHNICAL SKILLS

- **IT Systems & Infrastructure:** Windows, Linux, Microsoft 365, Active Directory
- **Networking & Security:** TCP/IP, Cisco Routers & Switches, Wireshark, Snort, Python
- **Security & Resilience:** Disaster Recovery Planning & Testing, Business Impact Analysis (BIA)
- **Governance, Risk & Compliance (GRC):** NIST SP 800-53 (Contingency Planning), Risk Assessment
- **Reporting & Documentation:** Technical Documentation, Compliance Reporting, Dashboards & Presentations (Excel, PowerPoint, Power BI)

PROFESSIONAL CERTIFICATIONS

- **CompTIA Network+**

Date Earned: August 2025

- **CompTIA Security+**

Date Earned: November 2024

- **CompTIA A+**

Date Earned: July 2024

- **Cisco Certified Support Technician Cybersecurity**

Date Earned: March 2025

- **TryHackMe SOC Level 1**

Date Earned: March 2025