

SASA WATTS

2525 E 104th Ave, Unit 1724 ♦ Thornton, CO 80233
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SUMMARY OF QUALIFICATIONS

- ❖ 7.5 years of military service and civilian IT and managerial experience
- ❖ Training background within a variety of administrative and technical fields
- ❖ Broad skill set in the use and maintenance of computer software and hardware
- ❖ A self-starter with excellent communication and writing skills
- ❖ Punctual, organized, detail-oriented, and able to adapt to fast-paced environments

PROFESSIONAL EXPERIENCE

RAVELCO OF COLORADO [JUL 2010 – AUG 2012]

OWNER / COLORADO DISTRIBUTOR

- ❖ Exclusive statewide distribution and installation of the Ravelco Anti-Theft Device
- ❖ Conduct hiring and training of onsite technicians in automotive electrical wiring modification
- ❖ Responsible for sales meetings and managing customer accounts
- ❖ Design and maintain company website, online presence, and marketing materials

IDEAL INNOVATIONS, INC., COB TAJI, IRAQ [DEC 2005 – OCT 2009]

MNF-I BIOMETRIC IDENTIFICATION SYSTEM FOR ACCESS PROGRAM

SITE MANAGER / SYSTEMS ADMINISTRATOR / BIOMETRICS & PRINT TECHNICIAN

- ❖ Oversaw the collection of biometric data from local and third country nationals as a predicator to facility access
- ❖ Trained new hires on the use of biometric capturing software and hardware
- ❖ Developed and refined local biometric policy in coordination with program and command requirements
- ❖ Initiated and directed the reorganization of client-side processes with focus on enhancing security
- ❖ Maintained secure network in a Windows 2000 server environment
- ❖ Installed and maintained all VSAT, software, and hardware assets

ALPHAGRAPHICS, PHOENIX, AZ [OCT 2000 – NOV 2001]

MCGEE CADD REPROGRAPHICS, WILMINGTON, NC [OCT 1998 – APR 2000]

DESIGNER / LARGE FORMAT DIGITAL PRINTER

- ❖ Created customer print layouts using Adobe and Macromedia suites
- ❖ Performed typesetting and graphical design
- ❖ Responsible for project management and customer liaising

IKON OFFICE SOLUTIONS, WINSTON-SALEM, NC [AUG 1996 – JUN 1998]

FIELD SITE MANAGER / WOMBLE, CARLYLE, SANDRIDGE & RICE, P.L.L.C.

- ❖ Supervised the logistical operation of a 40-attorney, nationally-ranked law firm
- ❖ Oversaw all daily mail, printing, supply, and desktop support services
- ❖ Digitized and networked all legal documents for realtime access during court proceedings

U.S. ARMY, 82D AIRBORNE DIVISION, FT. BRAGG, NC [NOV 1991 – APR 1996]

FORWARD OBSERVER / FIRE SUPPORT SPECIALIST

- ❖ Supervised and led fire support activities involving target reconnaissance and execution
- ❖ Developed and carried out direct and indirect fire plans in liaison with air and ground assets
- ❖ Utilized UHF, VHF, and digital communications as well as portable laser targeting devices
- ❖ Coordinated and participated in line-unit, platoon-level, airborne field operations

CERTIFICATION

U.S ARMY [2007]

IA TECHNICAL LEVEL I/II TRAINING (HARDWARE/ NETWORKING SUPPORT)