

# DALENA LEBUS

Security Administrator

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## LINKS

[linkedin.com/in/dalenalebus](https://www.linkedin.com/in/dalenalebus)

## SKILLS

Security

Administration

Access Control

Authentication

Authorization

Cryptography

Physical Security

## LANGUAGES

English

Mandarin

## HOBBIES

Organizing and cleaning

Listening to music

Watching movies

## EMPLOYMENT HISTORY

### ● Security Administrator at ADT Security Services, ME

Mar 2022 - Present

- Implemented security controls that reduced the number of malware infections by 50%.
- Monitored network traffic and identified suspicious activity that led to the prevention of 3 data breaches.
- Created a training program for new employees on proper password management which decreased help desk calls related to forgotten passwords by 25%.
- Led a company-wide initiative to update all software applications with the latest security patches, resulting in a decrease in vulnerabilities by 75%.
- Wrote custom scripts to automate tasks associated with user account provisioning and deactivation, reducing manual processes by 60%.

### ● Senior Security Administrator at Protection 1, ME

Aug 2019 - Feb 2022

- Led the development of a new security policy that improved network security by 50%.
- Implemented a new intrusion detection system that reduced false positives by 75%.
- Created a disaster recovery plan that decreased downtime from 48 hours to 12 hours.
- Negotiated with vendors to get discounts on hardware and software purchases.
- Wrote custom scripts to automate various tasks, reducing man-hours spent on manual tasks by 30%.

### ● Lead Security Administrator at Vector Security, ME

Aug 2015 - Jun 2019

- Led the development and implementation of a new security system that increased safety by 50%.
- Trained and supervised 20 security guards.
- Created a shift schedule that decreased labor costs by 10%.
- Responded to 100+ security incidents.
- Monitored 150 CCTV cameras.

## EDUCATION

### Associate of Science in Cybersecurity at Husson University, ME

Aug 2010 - May 2015

I have learned how to identify, assess, and mitigate cybersecurity risks to organizational assets.