

# LUIS G. GIAMMATTEI

## Information Technology Expert



### Resume

#### About Me

Highly organized and dedicated, willing to commit with utmost effort to every project at hand. Very receptive to new ideas and training, always striving for efficient learning. Approach is characterized by methodical precision, and I am diligent in adhering to strict instructions when provided. Additionally, I actively contribute by suggesting enhancements to existing procedures or projects and as such, open to input from peers.

Proficiency extends to a range of computer platforms and software, including Microsoft Windows, Mac OS, Microsoft Office, Illustrator, and various other programs. Wholeheartedly committed to the pursuit of knowledge and the application of best practices in all endeavors.

#### Work Experience

**2021** Substitute Teacher Volusia County Schools  
A crucial resource for temporarily filling in for teachers who are absent for extended periods, I actively engage in the educational process, actively participating and contributing to the academic environment.

**2017** Office Specialist Volusia County Schools  
Accounted for offering general clerical support, providing independent office assistance with a focus on a wide spectrum of clerical responsibilities. This encompasses tasks such as typing, data entry, filing, interacting with parents over the phone, form processing, and managing office supplies.

**2006** Infantry Squad Leader I Planner US Army  
Final position of Weapons Squad Leader, showcasing a rapid rise in the ranks from E-3 to E-6 within six years as an infantryman. In addition, undertook the role of Operations Sergeant in S3, specializing in planning and operations for a duration of two and a half years. This role encompassed tasks such as crafting operation and fragmentation orders and preparing Command Update Briefs.

Furthermore, played a pivotal role in training and mentoring three soldiers, instilling in them the core values and finest traditions of the U.S. Army, ultimately facilitating their promotions to the rank of Sergeant. In the Army, leadership style was characterized by setting a strong example, driven by an unwavering commitment to pride, loyalty, and honor.

**2004** Information Tech. Specialist Hoke County  
Managed county-wide IT operations supporting a network of over 250 computers, ensuring optimal performance, security, and connectivity. Conducted system maintenance, implemented software updates, and resolved technical issues to minimize downtime and enhance user experience. Collaborated with cross-functional teams to design and implement scalable solutions aligned with organizational goals.

**2001** Information Tech. Specialist TM Window and Door  
Spearheaded IT infrastructure management at a fenestration company, including partial installation and ongoing administration of the network and server. Managed and optimized the company's manufacturing software, WinSys, ensuring seamless integration between the system and employee workflows. Provided technical support, training, and process improvements to enhance operational efficiency and align software functionality with production goals.

#### Personal Skills

Critical Thinking	<div><div></div></div>	Expert
Creativity	<div><div></div></div>	Expert
Leadership	<div><div></div></div>	Expert
Teamwork	<div><div></div></div>	Expert
Time Management	<div><div></div></div>	Good
Organization	<div><div></div></div>	Expert
Attention to Detail	<div><div></div></div>	Expert
Adaptability	<div><div></div></div>	Expert
Customer Service	<div><div></div></div>	Good
Communication	<div><div></div></div>	Expert

#### Professional Skills

Coding	<div><div></div></div>	Good
Debugging	<div><div></div></div>	Good
Windows	<div><div></div></div>	Expert
Mac OS	<div><div></div></div>	Expert
Java Script	<div><div></div></div>	Good
Implementation	<div><div></div></div>	Good
Testing	<div><div></div></div>	Expert
Design	<div><div></div></div>	Expert
Configuration	<div><div></div></div>	Good
Security	<div><div></div></div>	Good
Modeling	<div><div></div></div>	Average
Documentation	<div><div></div></div>	Expert

#### Formal Education

**2024** Bachelor in Science Daytona State College  
Graduated with a Bachelors of Scince degree in Information Technology with a specialization in network security and web-development. During the course of academic journey, I have achieved recognition by earning placement on the President's or Dean's list for multiple semesters. Cum GPA acheived was 3.4.

**2001** Associate in Arts and Science Broward College  
Successfully obtained an Associate degree focusing on Early Childhood Education, Music Education and Computer Science. My commitment to continuous learning is evident as I have accumulated over 210 credit hours with a combined GPA of 3.0.

"Your work is going to fill a large part of your life, and the only way to be truly satisfied is to do what you believe is great work. And the only way to do great work is to love what you do. If you haven't found it yet, keep looking. Don't settle. As with all matters of the heart, you'll know when you find it."

Steve Jobs



luis@giammattei.me



(386) 301-2223



www.luisgiammattei.net