



Ryan P Mathews

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- Experience advising management on Human Resources policies and procedures
- Experience with data processing functions and general management principles
- Knowledge of the Testing Life Cycle and testing practices
- DOD Information Assurance Security Officer
- Secret Security Clearance – Currently in the process of being renewed

Halcyon Solutions: Trainee

(Jan – Feb 2012)

Software Quality Assurance

Participated in a rigorous, hands-on, classroom based training session on Software Quality Assurance. The trainer led which sessions included workshops, group problem solving, assignments and testing software usage exercises.

- A strong foundation in various software development methodologies including agile, waterfall and iterative
- Thorough understanding of the software testing lifecycle including strategy, planning, design and execution.
- Strong concepts and usage of testing process like defect tracking, triage and requirements trace-ability
- Experience with software testing tools - HP Quality Center(QC), Quick Test Professional(QTP) and Loadrunner

Army National Guard: Captain / O-3

(Jun 2000 – Present)

Human Resources Manager

- Manage the Human Resources section consisting of eight soldiers by leading, directing, and assigning specific tasks.
- Communicate orally and in writing by providing a Commander's update brief, for the Human Resources Section, three times a week and in correspondence consisting of Operation Orders, staff studies, memos, and email.
- Knowledge of customary approaches, planning the sequence of actions necessary to accomplish assignments, adaptation of guidelines, and using a multitude of databases to query information.
- Experience assisting in the development of Human Resources policies and procedures.
- Took the delinquency Officer Evaluation Report rate from over 75% down to less than 5%.
- Provide personnel support to over 600 service members from the Army, Air Force, Navy, Marines, and Civilian personnel.
- Resolve pay and entitlement issues – I was able to resolve over 250 pay and entitlement issues for soldiers from 20 different National Guard states, some that the home unit was not able to resolve prior to the mobilization of the soldier.
- Process awards which resulted in 500 End of Tour awards and over 150 awards for soldiers from prior mobilizations spanning several years prior to my arrival at the unit.
- Deployed to Iraq in support of Operation NEW DAWN.

Communications Manager

- Managed the Communications section consisting of ten soldiers with responsibility for the Command, Control, Communications, and Computer Operations program.
- Analyzed problems for three different networks, of various classifications, and gathered necessary information that lead to recognizing and implementing solutions.
- Communicated network issues and projects in various reports and during meetings.
- Organized and implemented various work processes for different staff sections into computer solutions.
- Managed the help desk where I directly supervised 10 soldiers which required knowledge of customary approaches.
- Managed various network expansion projects that required planning the sequence of actions necessary to accomplish the project and an adaptation of Army regulations.
- Directed, lead, and assigned various degrees of work to 10 soldiers based upon their qualifications and skill sets.
- Deployed to Iraq in support of Operation IRAQI FREEDOM.

Education:

Marion Military Institute – A.A. General/Military Studies

Certifications CompTIA Network+, CompTIA Security+

Thomas Edison State College – B.A. Liberal Studies

Webster University – M.A. Information Technology Management (In Progress)