

Brandon Templeton

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EDUCATION

Texas A&M University, Mays Business School
Master of Business Administration

College Station, Texas
December 2023

Texas A&M University
Bachelor of Arts in History

College Station, Texas
May 2012

EXPERIENCE

Texas A&M University
IT Business Analyst, College of Education and Human Development

College Station, Texas
July 2016 – June 2022

- Liaised between 3 client departments and technology services to address routine user incidents, software, hardware, and support needs for research projects, and technology and training for in person and remote teaching, resulted in improved communication enabling greater cooperation and increasing quality of support
- Served as a point of contact for complex questions and requests for over 150 users; solicited and coordinated correct service or department for resolution resulting in higher efficiency and volume of technical needs resolved
- Collected, analyzed, reviewed, documented, and defined scope of services provided based on business needs and security requirements; implementation ensured compliance with system, state, and federal policies
- Assessed client needs through direct interaction, mapping current and future business processes, and identifying for opportunities to develop and improve the College through effective use of technology
- Created detailed function and technical system specifications for 4 computing systems on a 6-year rotation to remove antiquated equipment from use, strengthen domain health by removing security risks, and decreasing average time per request
- Developed training for end-users covering Windows, MacOS, and collaborative software and hardware; implementation of training resulted in less downtime and increased functionality for users

United States Marine Corps
Special Intelligence Systems Administrator, 2D Radio BN

Camp Lejeune, North Carolina
September 2012 – June 2016

- Managed training of 40 Marines within 2d Radio BN including multiple field exercises, frequently solving unique and complex logistical and operational challenges; resulting in increased unit readiness and added unit proficiency while deployed in hostile environments
- Selected from group of peers as Marksmanship Training Section Chief based on exceptional communication skills and ability to work collaboratively with senior commissioned and noncommissioned officers
- Ensured annual rifle and pistol training requirements were met via daily meetings with support battalions for II Marine Headquarters Group comprised of over 3,000 Marines as part of deployment requirements, weapons familiarization drills and an overall effort to increase combat readiness within the Marine Corps
- Collaborated with Weapons Training Battalion to secure range time, ammunition, and personnel to facilitate training on 7 ranges, covering 3 courses of fire; utilized effective communication to ensure all safety protocols were followed on the range and showed leadership by coordinating 10 Marines to carry out coaching and scoring functions of all live fire drills.
- Administered, and maintained over 300 users on top secret, secret, and unclassified networks across 95 network nodes aiding in global SIGINT operations performing under the highest standards of confidentiality
- Regulated and executed transfer of a Secure Compartmentalized Information Facility valued at over \$3M by planning asset transfer, working with NSA officials to ensure adherence to security regulations, and supervising 30 Marines to move assets with zero systems loss or downtime; led to an increase in commander awareness in operations supported by 2D Radio BN

SKILLS, ACTIVITIES & INTERESTS

Technical Skills: Proficient in three primary forms of satellite communication used by the US DoD

Certifications & Training: A+, Network+ and Security+; Held a Top Secret/SCI security clearance; USMC System Administrator Course; SCCM Administration Course

Interests: golf, cooking, playing guitar, college athletics, target shooting