

# Leandro Correia de Freitas

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## PROFESSIONAL SUMMARY

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Analytical Machinist with 3+ years of experience seeking to transition to Cybersecurity. Currently pursuing Google's Cybersecurity Professional Certificate to develop expertise in network security. Strong problem-solving skills and a detail-oriented approach honed through precision machining. Eager to contribute a methodical and results-oriented approach to a dynamic and growing field.

## SKILLS HIGHLIGHTS

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- Binary
- Python
- Linux
- Efficient troubleshooter
- Customer-focused
- Communication skills
- Organizational skills
- Planning Skills
- Quality Assurance
- Standards compliance
- Process improvements
- Time Management

## CORE COMPETENCIES

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- Software knowledge include: HTML, PHP, Windows, Linux, Microsoft Office, Java, JS, Python and Google Business Tools.
- Excel at coordinating tasks of numerous internal divisions and external agencies to ensure rapid, accurate delivery of equipment, materials, and resources.
- Record of identifying redundancies and maximizing resources to streamline operations.
- Proficient in a variety of logistics management software.

## LANGUAGES

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- Portuguese-Native
- English-Advance
- Spanish-Intermediate

## PROFESSIONAL EXPERIENCE

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### Volunteer IT Support

Aug 2023-Mar 2024

#### Our Lady of Grace Catholic Church

- Troubleshooted and resolved a variety of IT issues for the church community, ensuring smooth operation of essential technology.
- Developed and delivered training workshops, increasing church staff's proficiency in basic technologies.
- Collaborated with church staff to identify and implement new technological resources, enhancing accessibility and communication within the community.

### CNC Machinist

May 2021-Current

#### Barnett Machine Toll Corp.

- Performing reading and interpreting of technical drawings, operating the machines CNC HAAS VF3 Mill With 20 ATC & 4th Axis and P & W No. 3B Jig Borer with Rotary table.
- Maintaining the precision specified in the drawings (about 0.005 of a inch).
- Calculating and setting controls to regulate machine factors such as speed, feed, coolant flow, depth and angle of cut.
- Observing machine operations to detect malfunctions and adjust controls as required.
- Verifying dimensions & alignment of finished product post production for quality assurance.
- Developed a keen mechanical aptitude and practical intelligent approach to problem solving.

**Commercial Assistant****Dec 2012-Dec 2015****B-Projects Transportes Nacionais e Internacionais Ltda**

- Trained the Pricing department staff in achieving billing target imposed on the department.
- Searched logistics solutions in order to offer the best route for customers.
- Provided support to the freight department by executing a variety of operational and clerical duties.
- Negotiated with Carriers (Break Bulk, Ro / Ro, Full Container and LCL representatives) and developed administrative / strategic tools (KPI, control tools, etc.).
- Maintained positive communication with contracted commercial vendors to ensure accurate and timely transport.

**EDUCATION**

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- **Graduation Degree Project Management (Major PMBOK)** **May 2015**  
Faculdade Impacta Tecnologia, Brazil
- **Undergraduate Degree in Business Management (Major Foreign Trade)** **Dec 2011**  
Universidade Paulista, UNIP – Brazil

**Trainings and Certifications:**

- Technical Support Fundamentals (Google Carrer Certifications)
- Foundations of Cybersecurity (Google Carrer Certifications)