**Jamisha D. Carey**

443-333-0252

1417 Duckens St. Odenton, MD 21113

jamishacarey@gmail.com

**Objective**

Variety of skillsets and experiences gathered while previously serving in the armed forces. Skilled intelligence analyst who is capable of making decisions in a high-stress environment. Provides reliable work and outstanding organizational tactics to cultivate an effective workspace. Effectively able to communicate in both written and verbal form.

**Active TS/SCI – CI Poly**

**Professional Experience**

**Foreign Disclosure Representative:**

**July 2021 – Present**

JMark Services ▪ Arlington, VA

* Acts as principal point of contact for administrative support to the Executive Secretariat (ExecSec) of the Military Intelligence Disclosure Policy Committee (MIDPC).
* Maintains records of requests for disclosure/release of classified and controlled unclassified information under the authority of the USD(I&S).
* Manages the processing and staffing of requests for exceptions to policy for the MIDPC committee members for further process, assessment, and coordination.
* Assesses and contrives recommendations concerning plans and strategies involving DoD foreign disclosure and intelligence sharing policies and procedures.
* Prepares staff packages, briefings, papers, read-ahead materials, and other correspondence for coordination and signature by U.S. Government officials.

**Cyber Intelligence Analyst:**

**July 2020 – July 2021**

SAIC ▪ Fort Meade, MD

* Technical All Source Analysis to support the development of joint intelligence preparation of the operational environment/battlespace (JIPOE/IPB) products and target systems analysis (TSA).
* Applies a wide range of intelligence analytic skills to monitor, assess, and report on cyberspace operations, capabilities, vulnerabilities, and personalities that could pose a threat to U.S. computers, communications, weapon systems, and operations.
* Identified centers of gravity, critical nodes, system vulnerabilities, and access points for cyber operations planning.

**Administrative General Clerk:**

**February 2020 – July 2020**

Island Creek Assoc. ▪ Virginia Beach, VA

* Prepared command correspondence and documents in accordance with Department of Navy (DoN) Correspondence Manual to ensure proper structure, grammar, and punctuation while maintaining records in line with records management policies and procedures.
* Retrieved personnel and security information for service members through DoD databases such as Navy Standard Integrated System (NSIPS), Transaction Online Processing (TOPS), and Navy FLTMPS.
* Processed military personnel packages to include: Evaluations and Fitreps, awards, and orders.
* Performed flight and simulator data input and retrieval requirements in Aviation Reporting Program (SHARP) and Naval Aviation Logistic Command Management Information System (NALCOMIS) databases, verifying the accuracy and agreement of both systems

**Classification Authority Officer/ Technical Edit:**

**November 2017 – November 2019**

USCYBERCOM ▪ Fort Meade, MD

* Served as liaison for J2W analyzing, interpreting, cross-checking, and editing classified documentation are in accordance with policies and procedures (DoD 5105.21 and DODM 5200.01) to USCYBERCOM components, combatant command mission partners, and foreign partner agencies.
* Reviewed intelligence products for proper grammar, punctuation, and syntax for logic, clarity, and consistency.
* Consulted with authors to revise products for organization narrative in demonstrating cyber capabilities, capacity, and readiness.
* Ensured the use of proper classification markings in accordance with IC guidance.
* Converted finalized word documentation into Hypertext Markup Language (HTML) for the web to provide maximum consumption in support of command operations and interagency.

**Cyber Threat Analyst: October 2016 – November 2017**

USCYBERCOM ▪ Fort Meade, MD

* Collaborated with various IC members and agencies on information sharing, driving collection, and analytical disputes to develop and strengthen essential ties at interagency and international briefings.
* Built networks and alliances with cyberspace operators to ensure offensive mission success as well as complete defense of the Department of Defense Information Network (DODIN).
* Monitored changes, trends, and implications for both offensive and defensive intelligence sources in order to identify threats to cyber security.
* Produced timely, logical, and concise analytical reports, documents, assessments, studies, and briefing material in formats to include: electronic, hard copy, and web enabled formats to Combatant Commands and Joint Task Force Commanders.

**All–Source Intelligence Analyst: September 2013 – September 2016**

COMPACFLT FIAF Detachment ▪ Honolulu, HI

* Conducted link and trend analysis by analyzing and evaluating adversaries tactics, techniques, and procedures using various analytical methodologies and intelligence database systems.
* Documented, organized, and maintained full lifecycle developmental information from a combination of sources to create technical documentation for mission-critical operations.
* Responded appropriately to request of information to provide technical written responses and operational briefing materials in coordination with Joint headquarters staff and allied units afloat to ensure maximum situational awareness.
* Evaluated systems, procedures, and methods of intelligence reports in support of anti-terrorism and force protection during 24/7 watch operations

**Education**

**University of Maryland University College**

May 2019 ▪ AA General Studies

**Military Certifications**

**Navy and Marine Corps Intelligence Training Center, Dam Neck**

* September 2013 ▪ Cert. Operational Intelligence

**Academy for Defense Intelligence, Defense Intelligence Agency**

* January 2018 ▪ Cert. Foreign Disclosure Officer

**Technical Knowledge**

* GCCS-M
* Google Earth
* GALE (Lite & Executive)
* SHARP 7.0
* SharePoint
* Palantir
* HighPoint
* Microsoft Office (Word, Excel, PowerPoint)
* Google Mail/Google Docs
* JPAS (2015-2016)
* NSIPS
* TOPS
* Navy FLTMPS