

Olivia Boyle

Experienced IT professional with 8+ years of expertise in endpoint security, compliance, and IT auditing. Familiar with applying principles of the NIST Cybersecurity Framework to assess IT risk and compliance. Dedicated and hard-working professional with a proven track record of enhancing security posture and mitigating risks.

EXPERIENCE

University of Pennsylvania, Philadelphia, PA — *Senior IT Audit Specialist*

November 2022 - PRESENT

I provide assurance for the University of Pennsylvania and Penn Medicine by evaluating and improving the effectiveness of internal IT risk management, control, and governance processes. Key responsibilities include:

- Lead IT audits and advisory services for highly complex and decentralized university and healthcare systems.
- Familiarity with privacy regulations and cybersecurity frameworks (e.g., HIPAA, HITRUST, NIST CSF) to ensure compliance with industry standards.
- Develop and present detailed audit reports to stakeholders, collaborating to address findings and implement security improvements.
- Participate in and support annual assessments of risk with over twenty university and healthcare stakeholders.

Winston & Strawn LLP, Chicago, IL — *Endpoint Engineer*

October 2019 - July 2022

Designed, developed, implemented and secured the Windows 10 endpoint environment. Collaborated with the Information Risk Management and Security team to secure end user environments, ensuring endpoint compliance and mitigating vulnerabilities through proactive patch management. Key responsibilities included:

- Configured and secured endpoints using multiple configuration management tools.
- Patched and remediated non-compliant endpoints.
- Packaged and deployed applications.
- Devised solutions for business-wide desktop related problems
- Tested, configured, and made recommendations on new technology projects

Winston & Strawn LLP, Chicago, IL — *PC Experience Engineer*

August 2018 - October 2019

Served as a bridge between IT support and engineering teams. Key responsibilities included:

- Maintained the user and workstation performance monitoring product.
- Presented reports and analysis on application usage, installations and compliance to various internal teams.

CONTACT

www.linkedin.com/in/olivia-b-891a9962

Ask for email.

SKILLS

IT audit and compliance.

Endpoint security and vulnerability management.

Risk assessment and mitigation.

Familiarity with various cybersecurity frameworks.

Technical documentation and report writing.

Project management.

CERTIFICATIONS

Security+ - Certified
2020 - CompTIA

Strong interest in obtaining CISA or CISM

HONORS

Member of Phi Alpha
Theta National History
Honors Society

- Conducted baseline performance benchmarking for workstations.
- Provided an escalated level of support for the helpdesk.

ADDITIONAL EXPERIENCE

Vedder Price, Chicago, IL— *Technology Support Specialist*: Provided technical support and managed endpoint vulnerability management remediation efforts.

Ithaca College, Ithaca, NY — *Student Employment and Lab Services Coordinator*: Managed the hiring, training, and supervision of student IT support staff.

EDUCATION

Ithaca College, Ithaca, NY — *History*

2011 - 2015