**Summary**

 **Lisa Yvonne Frazier**

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As a high-achieving, goal-oriented, and resourceful Engineering graduate, I am currently working to prepare for the FE exam to get my engineering license. In my practical approach to information systems management, I use information technology skills to conduct effective research to solve complex business issues. My priority is to create clean and brief code for work that is easy to maintain and troubleshoot. Also, I have academic experience with strong data encryption and network security to counter software threats quite adequately. I have extensive knowledge of technology builds and hardware installation configurations of different hardware types. I have good skills in designing and testing various types of electronic circuits and components.

**Skills**

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| --- | --- | --- |
| * Data Analysis
 | * Reporting and Analysis
 | * System Administration
 |
| * Querying Database w/ SQL
 | * Strategic Planning
 | * Network Security
 |
| * Troubleshooting / Technical Support
 | * Risk Assessment
 | * Process Improvement
 |
| * Project Management
 | * Scrum Master
 | * Hardware/Software Verification
 |
| * Electronic/Information Systems
 | * Information Systems
 | * Electronic Production Technology
 |
| * Software development (C++, Java, Python)
 | * Data Encryption
 | * Electronic Circuits/Components
 |

**Experience**

JANUARY 2022 – APRIL 2023

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| --- | --- |
| **Facility Manager / RESCARE** | **Rancho Cucamonga, CA** |

* Led team of 8 staff members, managing care for 6 patients, ensuring compliance with state laws and regulations, planning, and coordinating facility projects, and safeguarding organizations’ ability to deliver optimal care.
* Served as subject matter expert for healthcare facility operations projects, including overseeing the standard of care.
* Minimized profit loss and ensured ongoing operational efficiency, through the implementation and management of a comprehensive employee training and development program.
* Managed and maintained accurate documentation of operational tasks, providing regular reports to management.
* Secured continuous funding and operational viability by maintaining a high standard of staff performance.

November 2021 – JANUARY 2022

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| --- | --- |
| **Quality Control II / Pacific Consolidated Industries PCI** | **Riverside, CA** |

* Performed detailed analysis of product blueprint designs.
* Performed quality control for 500+ generators, adhering to specifications, resulting in the successful delivery of high-quality products with minimal delay.
* Conducted thorough hardware inspections of various products, verifying compliance with state regulations.
* Reduced site production time by 1 week, allowing the organization to meet audit examinations and documentation deadlines.
* Subject matter expert in defect types, sorting techniques, loss control procedures, and overall quality control processes for the organization.

SEPTEMBER 2020 – DECEMBER 2021

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| **Operation Associate / Amazon** | **Riverside, CA** |

* Managed efficient and accurate processing of incoming materials, ensuring exceptional accuracy.
* Received and organized inventory, prepared customer orders, and expertly packed and dispositioned products for shipment, utilizing various scanning and processing SOPs.
* Utilized problem-solving skills to troubleshoot equipment, application, and overall hardware/software issues.
* Enforced quality control during the execution of order processing throughout warehouse, ensuring proper storage, preparation, and shipment of all warehouse products.

AUGUST 2019 – DECEMBER 2020

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| **Software Verification Engineer / Axonics Modulation Technologies Inc.** | **Irvine, CA** |

* Reviewed and updated 300+ of assigned controlled documents (e.g., work instructions, quality specifications, engineering specifications, procedures, and validations protocols).
* Met all assigned test milestones through collaboration with Engineering and Quality, ensuring incoming components, assemblies, and finished goods for major projects are in conformance with the engineering design and system specifications.
* Performed component and system testing on 2+ company products, including supporting the product development team, through various quality inspection procedures. Test procedures included sampling plans, test protocols, and device programming verification for production level components and finished goods, using various lab equipment (Digital Multimeter, Software applications, analyzers, etc.).
* Incorporated and maintained quality control, in compliance with FDA, International Standards (ISO), Current Good Manufacturing Practice (CGMP), and other regulations and agencies.

JANUARY 2018 – MARCH2018

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| --- | --- |
| **Machinist/ Sorensen Engineering Agency** | **Yucaipa, CA** |

* Provided engineering support and project management expertise to senior engineers, architects, and electricians.
* Operated machines, including performing start-up procedures, basic controls, machine lubrication, and overall machine operations.
* Demonstrated thorough understanding of material requirements and performed effective product handling procedures.
* Utilized a wide range of tools and techniques, such as visual examination, micrometers, automated measuring instruments, tool maker's scope, pin gages, and drop gages, to verify the conformity of products using quality test plans.
* Understood fundamentals of quality management systems, ensuring adherence to established standards and protocols, to maintain consistent product quality and compliance.

**Education**

JAN 2020 – August 2023

|  |  |
| --- | --- |
| **M.S. Information Systems Management With Distinction / Keller Graduate School** | **Naperville, IL** |

* + **CGPA. – 4.00/4.00**

NOVEMBER 2019 – JUNE 2022

|  |  |
| --- | --- |
| **B.S Engineering Technology / DeVry University** | **Naperville, IL** |
| **July 2017 – December 2022** **A.S. Engineering Technology / DeVry University**  |  **Naperville, IL** |

**FEB 2017 – JUNE 2022**

**Relative Coursework**

|  |  |
| --- | --- |
| * + LAN/WAN Configuration & Management
 | * + Computer Hardware Fundamentals
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| * + Cisco Routers/Switches
 | * + - Active Directory Management (Server-Client)
 |
| * + Windows Servers
	+ Network design.
 | * + - Virtualization (Hyper-V, VMware, etc.)
		- Computer systems
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|  |  |

**Awards/Certificates**

MAY 2023

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| --- | --- |
| **Lifetime Recognition for Outstanding Academic Achievement / Delta Mu Delta** | **Naperville, IL** |

JUNE 2022

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| **Information Security Certificate / DeVry University** | **Naperville, IL** |

JUNE 2022

|  |  |
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| **Engineering Technology Certificate / DeVry University****Data Analytics / Estimated June 2024 / DeVry University** **Dean’s List / 2017, 2018, 2019, 2022 / DeVry University**  | **Naperville, IL** **Naperville, IL** **Naperville, IL** |

**Affiliations**

* Institute of Electrical and Electronics Engineers (IEEE)
* National Society of Leadership and Success (NSLS)
* Delta Mu Delta, Mu Phi Chapter – National Honor Society