Joshua Garrett

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EDUCATION

Santa Fe College   **Gainesville, Florida**

Associate of Arts in Computer Science   August 2023

- o **Honors Program; Nontraditional Student Organization; First Generation Student**

Professional and Technical Skills

- o Hands-on use of compliance frameworks: HIPAA, SOC 1, SOC 2, ISO 27001, GDPR
- o Coordinating periodic review and update of Information Security policies, standards, and control documentation
- o Experience with C++, Python, Powershell, and Bash
- o Built and maintained the Vanta compliance platform, including the trust report
- o Proven leadership roles and hands-on functional expertise in SOC 1 and 2 Type II audits.
- o Diagnose and remediate gaps in AWS infrastructure to follow best practices
- o Worked with various technical systems in financial, SaaS, and medical environments.
- o Perform third-party vendor risk management as part of vendor onboarding through a regular cadence based upon third-party risk tiering structure
- o Experience with AWS and Azure cloud environments, including formal training (AWS Cloud Practitioner)
- o Performed GRC system administration for scheduling tasks, evidence collection, and maintaining risk register
- o Led business impact analysis, business continuity planning, and company tabletop exercises
- o Tested application security testing, including LLMs and prompt injection

WORK & LEADERSHIP EXPERIENCE

GoLinks   **Remote, United States**

Information Security Analyst (Contract)   01/2023 – Current

- o Developed system security plans (SSPs) utilizing ISO 27001, GDPR, and SOC 2 frameworks to achieve two SOC 2 Type 2 certifications with no exceptions
- o Monitored and pushed updates to correct vulnerable code dependencies using Github Security/Dependabot tool
- o Drafted and published CAIQ and SIG Lite questionnaires to automate due diligence requests.
- o Create, review, and administer governance documentation such as policies, standards, procedures, and plans
- o Perform AWS Securityhub audits adhering to CIS guidelines and AWS best practices, followed by remediation
- o Architected Vanta compliance platform for Golinks and GoSearch infrastructure
- o Formulate remediation solutions to mitigate risk and meet audit compliance requirements using ISO 27001, GDPR, and SOC 2 frameworks and practices
- o Conduct Cyber-training programs for new and existing employees and maintain continuous phishing campaigns
- o Provide monthly reporting to the board of directors regarding cybersecurity posture
- o Utilized Cloudanix AWS-audit guidelines to review and correct security failures across multiple services
- o Automated Macbook hardening process and documented the compliance procedure

PhoenixTMA   **Remote, United States**
Governance, Risk, and Compliance Analyst (FTE to Contract)   03/2022 – 02/2024
- Identified and assessed risks associated with third-party vendor relationships
- Conducted risk assessments regularly; ensured measures raised in assessments were implemented in accord with the risk profile, and root causes were identified
- Generated vulnerability reports to be remediated and collaboratively worked with system administrators to ensure remediation
- Support the continuous assessment and monitoring to maintain the risk posture on implemented controls and ensure compliance requirements are met.
- Develop and maintain continuous up-to-date information security policies, standards, and guidelines. Oversee the approval and publication of these policies and procedures to clients.
- Planned all compliance roadmaps, including program documentation, updates, and revisions.
- Conducted client due diligence reviews on third-party service providers

Trajector Medical   **Remote, United States**
Jr. Information Security Analyst   02/2021 – 03/2022
- Created OCR rules to prevent the loss of protected health information (PHI)
- DLP enterprise controls, including deployment, configuration, engineering and administration of the security infrastructure and application
- Remediated deviations from security and compliance baselines in Microsoft Defender
- Investigated and resolved security alerts from hardware-based IDS
- Managed Twilio SMS and Flex instances and quickly corrected errors. This environment included email, the SMS gateway service, Zoho CRM, an internal API, and MongoDB.
- Enrolled ~1400 company numbers into A2P 10DLC for Federal compliance
- Resolved O365 Security alerts for Exchange Mailboxes and Devices
- Investigated email security concerns and mitigated risk through Exchange Rules, IP/Domain blacklisting & whitelisting, and 365 Security policies.
- Optimized DLP system, reducing operating expenses by $200,000

CERTIFICATIONS, ACTIVITIES & HOBBIES

Certifications: CompTIA Security+, AWS Certified Cloud Practitioner, AWS Certified Solutions Architect - In progress
Activities: AWS Home Lab, Studying for AWS Certified Solutions Architect, Portswigger web application security academy
Hobbies: Amateur MMA fighter, BJJ, kickboxing,