

Mitchell Bearse

New Hartford, NY ~ (315) 272-0126

Education: SUNY Polytechnic Institute: Bachelor of Cybersecurity Expected May 2029
New Hartford Senior High: Advanced Regents Diploma June 2025
OHM BOCES: Cybersecurity Certificate of Completion June 2025

Certifications: TestOut Network Pro
YouScience Information Technology Introduction

Technical Skills

- **Systems Administration:** Windows AD/DS, Office 365 Admin, user onboarding/offboarding
- **Server & Network Management:** DNS/DHCP configuration, migration planning
- **IT Operations:** Ticketing systems, documentation, role transition continuity
- **Programming:** Basics of C, Java, and Batch (basic scripting)
- **Technical Support:** Hardware/software troubleshooting and issue resolution
- **Web Development:** HTML, CSS, Windows IIS (site setup, hosting, and management)

Relevant Experience

Meyda Lighting

February 2025 - Present

IT Specialist

- Management of over 100 users across 3 daughter companies as well as on and off boarding
- Maintenance of servers including AD/DS, NAS, Multi-user database, SQL, and two web servers
- Automation using Microsoft Power Automate, and Batch scripts
- Companywide threat management and incident response
- Security of sensitive files and information
- Development and management of a ticketing system
- Troubleshooting of hardware and software issues

Personal Projects

FTP Server:

- Creation of file server using an aged desktop
- Management of local and network firewall rules and hosted with Windows IIS

Home Network:

- Development of my personal home network
- Router and switch configuration
- Device management for efficient bandwidth usage

Plex Server:

- Building a self-hosted streaming service
- Building a content library and monitoring traffic

Microwave PC:

- Engineering and constructing a computer built in a microwave
- 3D printing hardware to support components

Other Experience

Meyda Lighting

June 2021 – February 2025

Inventory Management & Photo Editor

- Management of inventory within a multi-user database
- Editing raw pictures with Photoshop to be posted for marketing purposes
- Updating websites daily with new images
- Providing support for other departments as needed
- Other skills required: Minor IT support, wiring, and powder coating

Burger King

December 2023 – April 2025

Crew Member

- Cash and credit handling with POS proficiency
- Customer service, marketing, and brand compliance
- Cross-trained in multiple kitchen roles to maximize team flexibility
- Maintained the cleanliness and sanitation on prep areas

Academic Awards

- NYS Assembly Certificate of Merit
- NYS Senate Certificate of Achievement
- OHM BOCES CTE College, Career & Citizenship Award
- OHM BOCES CTE Honor Society
- New Hartford Senior High Honor Society
- English 11 Outstanding Accomplishment Award
- New Hartford Golden Tassel Award

Honorary Experience

OHM BOCES Student Leadership

September 2024 – June 2025

- Mentoring and supporting future students
- Guiding and assisting visitors during public events

Kirkland Town Library Volunteer

September 2024 – June 2025

- Building and safety maintenance
- Seasonal inventory management