

# Nicholas C. Napolitan

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## EDUCATION:

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA  
**Bachelor of Business Administration, Graduation: December 2018**  
**Major: Management Information Systems, GPA: 3.08**

## EXPERIENCE:

ARMY NATIONAL GUARD (Reading, PA) March 2013 - present

### **Intelligence Analyst, H/HT 2-104<sup>th</sup> Cavalry Squadron**

- Conduct all-source Intelligence Analysis for headquarters element, evaluate intelligence reports, conduct predictive and trend analyses, collaborate with higher and lower echelons, produce deliverables and actionable intelligence packages to the Commander.
- Determine changes to enemy capabilities, vulnerabilities, and anticipate likely courses of action.
- Advised lower echelon headquarters element on performing intelligence-based functions and improved overall unit efficacy during 2016 & 2017 Annual Trainings.
- Maintained active role in squadron decision making processes and provided senior level analysis during 2018 Leader's Training Program and National Training Center rotations.

THE MELTING POT (King of Prussia, PA) November 2015 - present

### **Server**

- Serve 25-40 guests efficiently and pleasantly in a fine-dining atmosphere. Demonstrate expert working knowledge of fondue recipes, cooking times, wine-and-spirit pairing, and food safety.
- Demonstrate time-management and independent problem-solving skills in meeting very time-sensitive goals.
- Balance large parties of 12+ guests at a time while ensuring extensive table service for each individual guest.

PEOPLESARE (Pottstown, PA) September 2013- June 2014

### **Risk Analyst Intern, Risk Management**

- Audited several hundred clients in order to determine accurate risk levels associated with having temporary employees work at their facilities.
- Examined and produced depositions to the state in regards to Unemployment Claims and Workmen's Compensation claims.
- Assessed and catalogued thousands of temporary employees for which PeopleShare was eligible to receive employer tax credits.

## ADDITIONAL EXPERIENCE

Support Staff, *Derek's Restaurant, January – November 2015*  
Server, *Spring-Ford Diner, September 2011 – December 2014*

## SKILLS & AWARDS

- Microsoft Office Suite, DCGS-A, ArcGis, ArcMap
- HTML, PHP, R, SQL, JavaScript, C++
- Top Secret – Sensitive Compartmented Information (TS-SCI) Security Clearance (Exp. 2018)
- Secret Security Clearance (Exp. 2023)
- Army Service Ribbon, National Defense Service Medal, Army Achievement Medal