

ANGELA SMALLWOOD

MANAGEMENT SPECIALIST

☎ (678)654-1939

✉ aksmallwood@msi-aqr.com

🌐 www.msi-aqr.com/meettheteam

EDUCATION

Young Harris College, *Young Harris, GA*

Bachelor of Fine Arts

Phi Delta Sorority President

WORK EXPERIENCE

Management Specialist

Management Systems Improvement, LLC / 2023 - Present

- Perform internal audits by ISO 9001, ISO 14001, ISO 27001, and AS9100 standard requirements.
- Develop internal audit methodologies and tools.
- Quality system creation, implementation, maintenance, and management.
- Assistance in adhering to government regulations such as ITAR, CMMC, etc.

Beverage Manager

Hamp & Harry's / 2021-2022

- General maintenance/upkeep on the bar
- Overseeing employees and activities
- Planning events and garnering business

Grape Harvester

Hector Wine Company / 2021-2022

- Learning local harvests and craft specialties
- Working with a large team for long hours
- Develop customer-specific service experiences

Server

Sonny's BBQ / 2016-2017

Cashier

Pita / 2015-2016

Hostess

Baby Jane's Buffet / 2015

Sales Associate

Vector Marketing / 2015

Sales Associate

Drivers Supply / 2012-2013

CERTIFICATIONS

→ Cybersecurity Basics

→ IA to AS9100D

→ Project Management

→ SAE ISO 9001:2015

→ ServiceNow Fundamentals

COURSES

ISC2 Certified in Cybersecurity

International Information System Security Certification Consortium

2024

MSI, LLC AS9100D Training

Overview for Internal Auditing to AS9100D

2023

Moore Solutions, Inc.

Project Management Ready

2023

Project Management Institute (PMI)

Project Management Ready
Certified Member

2023

SAE International ISO 9001:2015 Overview

An online course focusing on the requirements of ISO 9001:2015.

2023

ServiceNow Fundamentals
Certified System Admin

2023

