

Donald H. White
Sr. Technical Writer/Analyst

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Summary

Mr. White is a senior System Analyst and Technical Communicator. He earned a Distinguished Technical Communication and two Awards of Merit from the Society for Technical Communication. Mr. White brings solid, recognized experience with thorough research, analysis, and effective communication to every project and enterprise.

Experience

Mr. White developed requirements, test cases, use cases, stories, tasks, and all relevant artifacts to identify and build comprehensive security compliance testing covering all modules and aspects of the Atlantic Coast Pipeline software application for Dominion Energy. He worked extensively with the Dominion Energy Manager of Pipeline Commercial Policy and Compliance and representative on the National Energy Standards Board (NAESB) as well as business managers and staff to ensure that the security compliance controls and scenarios met and exceeded verification requirements. During this process, Mr. White identified multiple software defects and coordinated their successful resolution with application developers and business staff. Mr. White also established documentation standards to update software design, business requirements, and technical requirements documents in the application team SharePoint library for current and future, post-production, use.

Mr. White worked with three major federal contractors on a variety of system security projects as an independent consultant. He authored the system requirements for the Secure Mail Guard (SMG) produced by the Defense Information Systems Agency (DISA) for the Department of Defense. For this effort, he traveled to U.S. Central Command headquarters in Tampa, Florida and U.S. Space Systems Command in Colorado Springs, Colorado to identify, quantify, and qualify the needs and requirements analyses. Following certification review by the MITRE Corporation, Mr. White coordinated design specifications between DISA and the former National Computer Security Center.

Mr. White was responsible for NPIC Data System (NDS) security accreditation at the National Photographic Interpretation Center. He conducted and wrote the security analyses of all NDS elements, including the UNISYS mainframes, Sun Solaris workstations, wide- and local area networks (LAN/WAN), and interfaces with Department of Defense telecommunications systems. Mr. White researched the entire NDS Configuration Management library—over 100 volumes of design and as-built documentation—identifying all security elements and building from that analysis a complete security documentation set for the NDS. During this period, Mr. White evaluated the IBM and DEC compartmented mode workstations for suitability of use within the NPIC.

Mr. White served as a senior U.S. Navy cryptologic linguist in the Naval Security Group Command between 1972 and 1987. Following his honorable discharge from active duty and subsequent employment in IT system security, Mr. White served in the US Naval Reserve Security Group through 1992.

Core Competencies

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| Technical Documentation | Information Security | RFPs/SOWs/SORs |
| Technical Editing | Web Design | Graphic Art & Design |
| Information Architecture | UI/UX | Project Management Support |
| Web Content Management | ERP Documentation | Search Engine Optimization |

Application & Software Skills

Joomla	WordPress	Drupal	OpenText
MS Office	OpenOffice	Adobe FrameMaker	Adobe InDesign
MS Publisher	Adobe Acrobat DC	MS PowerPoint	OpenOffice Impress
MS Visio Pro	Adobe Photoshop CC	Adobe Illustrator	TechSmith Snagit
Oracle	MySQL	MS Access	MS Excel
OpenOffice Calc	Adobe DreamWeaver	MS Project	Oracle UPK
Adobe RoboHelp	Doc-to-Help	MS SharePoint	LiveLink

Professional Experience

Customer	Dates	Employer – Field
Dominion Energy	2019 – 2020	Capricorn Systems Inc. – Systems Analyst Developed requirements, test cases, uses cases, stories, tasks, and all relevant artifacts to build comprehensive security compliance testing covering all modules and aspects of the new Atlantic Coast Pipeline software application. Worked extensively with the Dominion Energy Manager of Pipeline Commercial Policy and Compliance and representative on the National Energy Standards Board (NAESB) as well as business managers and staff to ensure that the security compliance controls and scenarios met and exceeded verification requirements.
State Corporation Commission	2017 – 2018	SLAIT – Technical Writer/Editor
City of Richmond VA	2013 – 2015	Contractor – Technical Writer/Editor Developed requirements, test cases, uses cases, stories, tasks, and all relevant artifacts to create user documentation supporting Oracle ERP implementation.
Eli Lilly	2012	Hewlett-Packard Enterprise Services – Technical Writer/Editor
Navy Enterprise Portal (Oracle)	2012	Hewlett-Packard Enterprise Services – Technical Writer/Editor Developed requirements, test cases, uses cases, stories, tasks, and all relevant artifacts to build System requirements, System design, Change & Incident management tracking, Developer guide, and user training.
General Services Administration	2011	DDL, Inc. – Technical Writer/Editor
Pfizer, Inc.	2011	Hewlett-Packard Enterprise Services – Technical Writer/Editor
U.S. Navy	2010 – 2011	Electronic Data Systems – Technical Writer/Editor
WellPoint/Anthem Blue Cross–Blue Shield	2009	WellPoint/Anthem Blue Cross–Blue Shield – Technical Writer/Editor
Aflac, Inc.	2008 – 2009	Aflac, Inc. – Technical Writer/Editor
Capital One Financial Services	2007	Modis, Inc. – Technical Writer/Editor

Customer	Dates	Employer – Field
Anthem Blue Cross-Blue Shield	2007	TCA Consulting Group, Inc. – Technical Writer/Editor
Philip Morris, USA.	2006	Xperts, Inc. – Technical Writer/Editor
James River Chapter STC	2004 – 2005	Technical Communications Conference Organizer
Owens & Minor	2003	Modis, Inc. – Technical Writer/Editor
U.S. Navy Ordnance Logistics Support Center Yorktown	2003	TEKSystems, Inc. – Technical Writer/Editor
Virginia Housing Development Authority	2003	Modis, Inc. – Technical Writer/Editor
Philip Morris USA	2003	Quantum Resources – Technical Writer/Editor
Philip Morris USA	2001 – 2003	Venturi Technology Partners – Technical Writer/Editor
Nextel Communications, Inc.	1999 - 2000	Maxim Group, Inc. Technical Writer/Editor

Education Bachelor of Arts in History (Political Science), University of Maryland University College: 1983
 Graduate studies – Strategic Studies (Defense Intelligence College)
 Graduate studies – Information Systems (University of Maryland University College)
 Graduate studies – International Relations (The George Washington University)

Awards & Recognition

Society for Technical Communication	Distinguished Chapter Service Award, Award of Distinguished Technical Communication, Award of Merit, Award of Merit
U.S. Navy	Joint Service Commendation Medal, Navy Achievement Medal (2 awards), Navy Good Conduct Medal (4 awards), Navy Unit Commendation, Meritorious Unit Commendation, National Defense Medal