Merima Abdu

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Data Analyst/Business Analyst

With over 7 years of experience in military intelligence, supply, and customer service, I bring a unique blend of leadership, analytical, and interpersonal skills. Notable achievements include improving intelligence analysis accuracy by 10% within 3 months, managing/ securing 150 weapons valued $200K with zero loss, and delivering mission-critical briefings and weekly reports.

EDUCATION

Bachelor Of Applied Science In Engineering Technology

Nevada State University • Henderson, NV, USA • 05/2023

Associate Of Applied Science In Intelligence Analyst

Cochise College • Sierra Vista, AZ, USA • 05/2021

WORK EXPERIENCE

Army Reserves • Las Vegas, NV, USA • 11/2016 - Present
Intel Analyst • 02/2020 - Present

- Proactively execute ground missions, conducting comprehensive threat assessments for Psychological Operations (PSYOP) entities within the designated area of responsibility. These assessments play a pivotal role in optimizing operational effectiveness and ensuring mission success.
- Improved data collection, analysis, and reporting efficiency by 40% within 6 months using Microsoft Excel and government internal database tools.

Supply Specialist • 11/2016 - 02/2020

- Improved inventory accuracy by 25% in 6 months through optimization of supply tools and data analysis techniques.
- Proactively identified opportunities for process improvement within the supply management system, implementing solutions that streamlined procedures, reduced errors, and expedited inventory processing.
- Demonstrated an unwavering commitment to security by exercising precise control over approximately 150 weapons valued at around $200,000, minimizing the risk of loss and ensuring the highest standards of accountability.

HMS Host, Harry Reid Airport • Las Vegas, NV, USA • 07/2015 - 03/2022
Customer Service Host

- Exemplified exceptional guest service by warmly greeting and acknowledging patrons, ensuring a welcoming atmosphere and setting the tone for a positive dining experience.
- Increased customer satisfactionby 10% in 6 months through effective reservation managment problem resolution techniques.
- Orchestrated efficient seating arrangements by escorting guests to assigned tables and promptly communicated any delays, minimizing wait times and enhancing customer satisfaction.

Army Active Duty • Djibouti, Africa • 01/2021 - 10/2021
Intel Analyst

- Provided comprehensive analytical support delivering valuable insights and in-depth analysis to inform strategic decision-making for command elements.
- Collected and analyzed data from diverse sources, distilling key insights and presenting findings to senior-level commanders and team chiefs. This consolidated report enabled efficient tracking and analysis of operational trends.
- Produced high-quality weekly written reports, visually compelling presentations, detailed maps, and informative charts based on meticulous intelligence data collection and analysis. These deliverables empowered the PSYOP team to make informed decisions and facilitated the creation of engaging materials effectively disseminated to the target audience.

CERTIFICATIONS

Security Clearance

SKILLS

- **Data Analysis:** Proven experience of 3+ year as an Intelligence Analyst.
- **Technical Tools:** Proficient in using Microsoft Excel, SQL, Power BI, and Tableau.
- **Microsoft Office:** Proficient in Word, Excel, PowerPoint, and Outlook.
- **Analytical Skills**: Well-versed ability to collect, organize, analyze, and present data.
- **Soft Skills**: Strong strategic thinking abilities, attention to detail, and problem-solving skills.