

Gabrielle Mecca Ramirez

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Chesapeake, VA 23325

Motivated computer scientist and project lead with expertise in management, problem solving, and decision-making. Skilled in Python, SQL, research, and database design, with strong communication and teamwork abilities. Dedicated to continuous learning and delivering effective solutions through organization, time management, and a strong work ethic.

Experience

Naval Information Warfare Center Atlantic, Norfolk Naval Base

Computer Scientist/Project Lead

FEB 2025 - PRESENT

- ❖ Troubleshoot and resolved errors in Qlik and Databricks, improving data accuracy and system reliability.
- ❖ Developed and managed SQL tables in Databricks, including creation, loading, and validation of structured data.
- ❖ Developed error-handling code and automated the collection of Databricks job metadata, improving monitoring and debugging efficiency.
- ❖ Researched and built proof-of-concept solutions to evaluate tools, processes, and emerging technologies.
- ❖ Led Agile development activities as Scrum Master and assisted Scrum Master of other efforts, delegating tasks, coordinating workflows, and facilitating stand-ups, sprint planning, and retrospectives.
- ❖ Drove stakeholder alignment by coordinating meetings, supporting process mapping, and maintaining transparency through Jira and Agile reporting.

Hall Chrysler Jeep Dodge Ram, 3152 Virginia Beach Blvd, Virginia Beach, VA 23452

Assistant to Service Director

JULY 2022 - JAN 2025

- ❖ Prepared, submitted, and validated fleet maintenance and warranty claims, ensuring accuracy, compliance, and timely reimbursement.
- ❖ Served as primary liaison between Stellantis, third-party warranty companies, and the dealership to ensure proper communication and adherence to OEM standards.
- ❖ Reviewed and tracked warranty repair orders for completeness, accuracy, and compliance, following up with service advisors as needed.
- ❖ Processed correction tickets, refunds, and addendums to resolve errors and secure proper payments.
- ❖ Achieved a quarterly warranty claim accuracy rate above 90%.
- ❖ Interpreted engineering wiring schematics and assembly drawings to validate warranty-related repairs.

Internship

Naval Information Warfare Center Atlantic, Norfolk Naval Base

Computer Scientist Intern

MAY 2023 - AUG 2023 | MAY 2024 - AUG 2024 | JAN 2025 - FEB 2025

- ❖ Developed tools and documentation including a custom Excel data-entry form and a PySpark guide for Databricks, streamlining workflows and improving accessibility.
- ❖ Applied Python (regular expressions) and SQL to parse, extract, and manage structured data.
- ❖ Collaborated in Agile teams using Jira, contributing to database design through Entity Relationship Diagrams (ERDs) and sprint-based development.

Education

Old Dominion University, Norfolk, VA — *M.S. Computer Science*

Expected Graduation: August 2026

Old Dominion University, Norfolk, VA — *B.S. Computer Science*

GPA: 3.93, Summa Cum Laude

The College of William & Mary, Williamsburg, VA — *B.A. Psychology*

GPA: 3.57, Cum Laude

Skills & Coursework

Administrative

- ❖ Drafted, proofread, and distributed professional communications across multiple departments and third-party warranty partners.
- ❖ Supported dealership controller by gathering and organizing documentation
- ❖ Composed memos and internal updates to ensure staff compliance with evolving warranty protocols.
- ❖ Compiled and processed sensitive customer warranty records to secure timely reimbursement.

Research & Analysis

- ❖ Developed and delivered PowerPoint presentations to communicate findings effectively.
- ❖ Collected, entered, analyzed, and interpreted quantitative and qualitative data.
- ❖ Designed and administered research studies, ensuring methodological accuracy.
- ❖ Authored grants, manuscripts, and budget proposals to support funding initiatives.
- ❖ Conducted literature reviews and compiled references in APA format.

Leadership & Management

- ❖ Directed a four-person warranty team as Head Warranty Administrator at Hall CDJR.
- ❖ Led a pilot project in support of the Department of Defense (DoD), serving as primary liaison between the project team and stakeholders.

Programs & Languages

- ❖ **Software & Tools:** Microsoft Office Suite, Visual Studio Code, GitHub, Qlik, Jira, Databricks
- ❖ **Programming & Databases:** C++, Python, Java, SQL/MySQL, HTML, CSS, PySpark

Relevant Coursework:

- ❖ Object-Oriented Programming (C++/Java), Data Structures & Algorithms, Database Concepts (SQL/MySQL), Artificial Intelligence (Python), Data Science & Analytics (Python)