# FBI INTELLIGENCE ANALYST RESUME

## Job Objective:

To secure a position as Intelligence Analyst with The Federal Bureau of Investigation.

## **Highlights of Qualifications:**

- Ability to obtain and maintain a Top Secret security clearance
- In-depth knowledge of office practices and procedures
- Excellent written and oral communication skills
- Proficient with Microsoft Office-Excel, Visio, Power Point, Word and Access
- Excellent analytical and critical thinking skills

### **Professional Experience:**

#### Intelligence Analyst

The Dannon Company, Inc., Colorado Springs, CO

August 2012 - Present

- Researched, documented and presented specialized reports ranging in topics from local criminal trends to international threats.
- Evaluated and validated all new methods of analysis.
- Maintained and stored records of Analysis results.
- Applied and ensured strict chain of custody procedures in handling, analysis and preservation of evidence.

# Intelligence Analyst

Berico Technologies - Washington, DC

May 2010 – July 2012

- Collected, analyzed and developed intelligence on the emerging trends, patterns and issues.
- Followed and applied Berico procedures and rules.
- Planned and directed large-scale intelligence analysis.
- Created and developed a Statistic Activity Report of intelligence referrals regarding positive encounters.

### **Education:**

Bachelors Degree in Law University of Arizona, Tucson, AZ

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