

HARLEY REIMELS

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PROFESSIONAL SUMMARY

Aspiring Data Analyst with experience in identifying efficiencies and problem areas within data streams, while communicating needs for projects. Demonstrated proficiency in applying individual initiative to ensure project complementation under minimal supervision. Skilled in employing knowledge, skills, and abilities to facilitate data-driven decision-making. Career supported by furthering professional development using Python to gain knowledge and train with interactive exercises to get hands-on experience with data visualization, analytics, and computer and data science.

- Data Cleaning
- Query Optimization
- Statistical Analysis
- Data Analysis
- Research | Reports
- Project Management
- Data Visualization
- Risk Assessment
- SQL Programming

EDUCATION | CERTIFICATES

Bachelor of Science (B.S.) | Computer Science | Southern New Hampshire University | *(Excepted 10/2024)*

Learning SQL Programming | LinkedIn Learning | 06/2023

Master Microsoft Excel | LinkedIn Learning | 05/2023

Excel Essential Training (Microsoft 365) | LinkedIn Learning | 04/2023

PROFESSIONAL EXPERIENCE

Allied Universal

02/2015 – Present

Armed Security Officer

- Provided armed security services for high-profile corporate clients, effectively deterring potential threats, and ensuring the safety of personnel and assets.
- Conducted 200+ patrols of assigned areas, resulting in the identification and resolution of 15 potential security risks and hazards.
- Participated in 20 hours of annual professional development training, staying updated on industry best practices, resulting in a 15% increase in knowledge and skills.
- Responded to emergency situations, including medical emergencies and security breaches, following established protocols, and providing necessary assistance and support.
- Collaborated with law enforcement agencies and emergency services during incidents, facilitating effective communication and coordination to ensure a swift and appropriate response.

United States Army

10/2011 – 02/2015

Infantry Team Leader

- Supervised and trained a team of 25 in performing regional security and provided tactical guidance on diversified combat vehicles, communication, and weapon systems.
- Organized monthly training sessions resulting in 100% compliance with combat readiness and team preparedness mandates for diverse situations.
- Led live fire and situational training for groups of up to 50 personnel leading to real-world emergency mobilization awareness and confidence.
- Conducted quality assurance of functionality, maintenance performed, and inventories for the weapons department; tracked, recorded, and reported defective material and equipment to sustain operational readiness worth over \$100K.
- Assisted with the planning of operations, briefing, and implementation of directives; monitored and enforced safety practices to ensure that personnel complied with policies, procedures, safety rules, and regulations.

TECHNICAL COMPETENCIES

Microsoft Office 365: Outlook, Word, Excel, PowerPoint

Google Workspace: Gmail, Calendar, Contacts, Meet & Chat | **Google Drive:** Docs, Sheets, Slides