

# Robert Smith

## *Military Intelligence Analyst*

### PERSONAL STATEMENT

Motivated and highly productive Military Intelligence Analyst professional with a research background. Detail-oriented with strong skills in multi-tasking and efficient management of day-to-day office operations. Adept at building and maintaining effective working relationships with co-workers and clients through outstanding interpersonal skills.

### WORK EXPERIENCE

#### ***Military Intelligence Analyst***

**ABC Corporation - 2012 - 2015**

##### *Responsibilities:*

- Prepared all-source intelligence products to support the commander.
- Determined the significance and reliability of incoming information and comparing it with related intelligence findings.
- Analyzed and evaluated intelligence holdings to determine changes in enemy capabilities, vulnerabilities, and probable course of action.
- Assisted in the preparation of Order of Battle records using information from all sources in the preparation of strength estimates for enemy units.
- Analyzed raw information and turned it into usable military intelligence products for training operations, leading to successful intelligence operations.
- Tracked and charted the movement of hostile forces with the use of attached reconnaissance assets and live feed video from aerial drones, creating a clear picture of enemy activity for the commander.
- Briefed intelligence assessments and positions to senior Battalion Army and civilian personnel.

#### ***Military Intelligence Analyst***

**Delta Corporation - 2017 - 2019**

##### *Responsibilities:*

- Managed, and prepared confidential documents/briefings.
- Responsible for the analysis, processing, and distribution of strategic and tactical intelligence.
- Analyzed intelligence information to assess developments, trends, and threat implications through comprehensive knowledge of intelligence threat analysis to include forecasting and/or other analytical methodologies.
- Assessed the significance and reliability of incoming information.
- Established and maintained systematic cross-reference intelligence records and files.
- Collated, evaluated, and disseminated classified information on other countries capabilities and military assets.
- Assembled and proofread intelligence reports and assists in consolidating them into military intelligence.

### **CONTACT DETAILS**

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@qwikresume.com  
[www.qwikresume.com](http://www.qwikresume.com)

### **SKILLS**

Problem Solving Skills,  
Proficiency in Industry  
Software, Analytical.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company  
Name)  
Reference - 2 (Company  
Name)

## Education

Diploma In Military - July 2012(United States Army Intelligence School - Fort Huachuca, AZ)