

MINE ÖZGİZEP

Toronto, ON | +1 (437) 665-1164 | mineozgizep@gmail.com
www.linkedin.com/in/mine-ozgizep | www.datafres.com

Data analytics graduated with 3 years of experience in the supply chain process, blending analytical skills with the operations process. Used Excel to maximize operational efficiency and reduce costs in the supply chain, implementing detailed orientation thinking skills. Ready to provide valuable insight to promote informed decision-making and operational excellence in any data-centric role with attention to detail.

WORK EXPERINCES

DATA ANALYTICS INTERN - TEAM LEADER

WORLD WIRELESS SOLUTIONS | IT Company | Canada

03.2024–going on

- Leading the weekly meeting and sharing research topics.
- Analyzing the weekly social media platform followers and likes.
- Searching for potential countries and potential customers.

ADMINISTRATIVE ASSISTANT

TRELLEUM REAL ESTATE | Real Estate Company | The USA

01.2023–going on

- Answering the phones, meet the demand from customers or possible customers.
- Record and prepare minutes of meetings, schedule and confirm appointments.
- Following current announcements, follow LinkedIn activities, and determining travel route.
- Providing weekly reporting and analysis based on positive and negative feedback and presenting reports with Excel and Google Sheet.

SUPPLY CHAIN SPECIALIST

LENS CONSTRUCTION | Amazon Trade Company | Türkiye

03.2023–05.2023

- Evaluated the performance of suppliers by analyzing data on times, quality, and costs.
- Conducted cost analysis to reduce costs by 30% and operational efficiency opportunities.
- Reduced the supply time from 14 days to 9 days by changing the logistics company.

FINANCE AND SUPPLY CHAIN SPECIALIST

BROSCO | Workshop Production Company | Türkiye

09.2022–03.2023

- Developing dashboards and reports to measure supply chain performance.
- Preparing real-time reports on the status of components such as stock levels, order fulfillment, and transportation.
- Collected data from production, logistics, purchasing and distribution sources and taking organized action to ensure the smooth operation of the system.
- Increase revenue by 0.5% on every new purchase identifies reliable logistic outsourcing.

SUPPLY CHAIN ASSISTANT EXPERT

MULTIONE | Construction Materials Company | Türkiye

03.2021–05.2022

- Increased collaboration between teams maintaining effective communication to improve supply chain performance.
- Ensured that products are ready to meet customer demand by minimizing stock levels.
- Optimized costs without sacrificing quality by obtaining information about the technical properties of raw materials.
- Identified cost savings and process improvement opportunities within the supply chain network, increasing the revenue by 4% and 25% in the supply of two different raw materials.

EDUCATIONS

DIPLOMA PROGRAM

Data Analytics Diploma Program | TSOM | Toronto, ON

01.2024–01.2025

- Data Design, Data Handling and Decision Making, Working with Data using SAS and SQL, Data Visualization, and Interpretation

MASTER'S DEGREE

International Relations Master's Degree | Aegean University | Türkiye

02.2020–03.2022

- More detailed courses on politics and economics, combining technical topics with the thesis.

BACHELOR'S DEGREE

International Relations Bachelor's Degree | Aegean University | Türkiye

09.2015–06.2019

- Analyzes global developments based on international politics and international economics courses.

ERASMUS STUDENT EXCHANGE PROGRAM

AKADEMIA SZTUKI WOJENNEJ | Paramilitary University | Poland

09.2016–02.2017

International Relations and National Security Erasmus student.

- Developed public speaking skills by presenting projects effectively using PPT.

BACHELOR'S DEGREE – 2 SEMESTERS

Chemical Engineering Bachelor's Degree | Aegean University | Türkiye

09.2013–06.2015

- Logical thinking, engineering processes, analytical skills.

PUBLICATIONS

MASTER THESIS OWNER

Aegean University | Master Thesis Presentation | Türkiye

02.2021-03.2022

- Thesis; Libya Intervention with Turkey's Middle East Policy.

The Libya intervention was evaluated in terms of Turkey-Libya relations, the necessary data was collected from official articles and analysis was made in the results section.

CERTIFICATES

- The Business Intelligence Analyst (23 Hours) | UDEMY | 10.2023
Theoretical descriptions, statistics, SQL, Python, Tableau
- MS Excel, Beginner to Advanced (21 Hours) | UDEMY | 05.2021
Formulas, charts, pivot tables

PROJECTS

EUROPEAN VOLUNTARY PARTICIPANT

NAYORA | Azerbaijan Youth Organizations Center | Azerbaijan

09.2019–11.2019

- Developed skills in Microsoft Office, creating documents.
- Analyzed application profiles to hire work for the organization.

COMPUTER USING

- Python
- MS Excel
- SQL
- Tableau

LANGUAGES

- Turkish – Mother Language
- English – Upper Intermediate Level

SKILL SET

- Communication Skills
- Critical Thinking
- Attention to Detail
- Problem-Solving