

# ROMEO HARFOUCH

Data Mining Officer | Data Analyst | Data Science Graduate

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## PROFESSIONAL PROFILE

Data Science graduate and Data Mining Officer with 2+ years of experience across banking analytics, UN research, humanitarian data operations, reporting, and data quality improvement. Skilled in SQL, Python, R, Excel, data cleaning, dashboarding, anomaly detection, web scraping, and transforming structured and unstructured data into actionable insights.

## KEY ACHIEVEMENTS

**8+** Key Risk Indicators (KRIs) developed and automated | **50+** reports and data extracts delivered | **30+** quantitative inputs prepared for UN research outputs | **200+** beneficiary follow-up calls | **15,000+** GRM tickets tracked

## CORE SKILLS

**Data & Analytics:** Data mining, data analysis, data cleaning, validation, deduplication, anomaly detection, reporting, dashboards, data visualization, web scraping

**Programming & Databases:** Python, R, Java, HTML, CSS, VBA, SQL

**Tools & Platforms:** Jupyter Notebook, Oracle, VS code, Microsoft Excel, Word, PowerPoint, Outlook, ACL, ParseHub, Power BI

**Languages:** Arabic, English, French – Fluent

**Strengths:** Fast learner, teamwork, time management, critical thinking, communication, attention to detail

## PROFESSIONAL EXPERIENCE

**Data Mining Officer | Byblos Bank | May 2025 - Present | Lebanon**

- Analyze structured and unstructured banking data to support audit projects, identify trends, detect anomalies, and generate actionable insights for internal stakeholders.
- Build reports and dashboards using SQL and data mining tools to transform raw data into audit-ready outputs.
- Collaborate with departments to translate business and audit needs into targeted data extraction, analysis, and reporting outputs.

**Data Analyst | UN Economic and Social Commission for Western Asia (ESCWA) | Sep 2024 - Dec 2024 | Lebanon**

- Researched, extracted, consolidated, and processed data from multiple sources to support analytical and policy-related outputs.
- Reviewed datasets for accuracy, clarity, completeness, and validity; adjusted reported data where required to improve data quality.
- Prepared reports, presentations, tables, graphs, charts, abstracts, and summary briefs for documents, articles, and publications.

**Business Support | United Nations World Food Programme (WFP) | Jan 2023 - Jan 2024 | Lebanon**

- Tracked and processed 15,000+ GRM tickets for the ESSN programme on the Government of Lebanon IMPACT platform.
- Prepared monthly grievance reports and data analysis, providing recommendations to support programme monitoring and operational decision-making.
- Supported the Monitoring & Evaluation unit by deduplicating beneficiary data across WFP programmes.
- Developed English/Arabic MoSA guidelines for ODK data collection forms and translated a data visualization dashboard into Arabic under the NPTP programme.
- Transliterated 70,000+ beneficiary names between English and Arabic and conducted 200+ beneficiary follow-up calls across monitoring, redemption, and no-show activities.

**Data Science Intern | Salem Group | Dec 2022 - Jan 2023 | Lebanon**

- Scraped job-market data using Python, Octoparse, and ParseHub; cleaned, analyzed, and visualized the data to identify market patterns and demand trends.

## EDUCATION

**Bachelor's Degree in Data Science | Lebanese University - Faculty of Information II | 2019 - 2023 | Lebanon**

- Final-year project: built an automated chatbot for customer inquiries using OpenAI tools and Python.

**Relevant Courses:** Data mining, data analysis, database management systems, business analytics, data visualization, web scraping, big data, statistics, data security, data structures and algorithms.

## CERTIFICATIONS & TRAINING

- WozU - Workforce Data Science Program | Feb 2022 - Jun 2022 | Python, R, statistics, advanced statistics, metrics, and data processing.
- Mercy Corps - Digital Marketing Freelance Apprenticeship | Aug 2024 - Sep 2024 | Social media management, content creation, SEO, and advertisement.

## INVOLVEMENT & ACTIVITIES

- Scout Du Liban - Scout ranger | 2012 - 2022
- Lebanese Red Cross - Volunteer EMT and SAR team member | 2018 - 2026
- Hiking guide and outdoor activities enthusiast | 2017 – Present
- Fitness content creator and strength training athlete