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# ALEX UNNIPPILLIL

633 Bay Street

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## WORK EXPERIENCE:

### Property Manager

September 2012 – Present

- Responsible for the end-to-end property management operations, such as overseeing over 12 tenant relations, consisting of the advertising/selection process, lease and receipt management, insurance and tax accounting.
- Responsible for repairs and daily operation. Provided maintenance, when possible, while contracting major repairs to trained professionals.
- Managed utilities, collected rent, and directed tours of the property for potential tenants.

### Small Business Owner – eCommerce Shopify & Amazon Seller

April 2017 – 2023

- Responsible for product sourcing price negotiation, product selection and development, small business tax reporting, running a Shopify website/app while managing social media, advertising and inventory management.

## EDUCATION:

### University of Ontario Institute of Technology

July 2016 – Present

Bachelor of Information Technology, Specialization in Networking and I.T. Security (4<sup>th</sup> year)

### University of Ontario Institute of Technology

September 2012 – April 2016

Candidate of Bachelor of Engineering, Specialization in Nuclear Engineering (3/4 years)

### St. John Paul II Catholic Secondary School

September 2008 – April 2012

Ontario Scholar, International Baccalaureate Certificates

## EXTRACURRICULAR EXPERIENCE:

### Ontario Engineering Competition (OEC)

#### Competition Coordinator

September 2013 – April 2014

- Organized the Communication category for the Ontario Engineering Competition held at UOIT in 2014.
- Coordinated with sponsors such as Ontario Power Generation, BlackBerry, Bruce Power, Siemens, GitHub, Suncor to provide branded merchandise and judges for the students competing in the competition.

### Engineering Student Society of University of Ontario Institute of Technology

#### Merchandise Director

September 2013 – April 2015

- Responsible for handling the merchandise aspects of the organization, as well as coming up with ideas for engineering student apparel.

### Free the Children

#### UOIT/DC Chief Financial Officer

September 2017 – April 2018

- In authority of the financial and accounting aspects of the organization, as well as creating and coordinating events to fundraise for the WE Charity.

## HONORS AND CERTIFICATIONS:

### Cisco Global Cybersecurity Scholarship

September 2017 – Present

REFERENCES AVAILABLE UPON REQUEST