

Amna Ejaz

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GitHub: <https://github.com/AmnaEjaz488>

Portfolio: <https://lively-sunburst-6b44fc.netlify.app/>

Professional Summary

Motivated and detail-oriented Software Developer with hands-on experience in full-stack web development. Skilled in building responsive and interactive applications using modern technologies including JavaScript, React, Node.js, and MongoDB. Strong background in administrative support and customer service with excellent communication, problem-solving, and leadership skills. Eager to leverage coding knowledge and project experience in a dynamic development role.

Technical Skills

- **Languages:** JavaScript, HTML, CSS
 - **Frameworks/Libraries:** React, Node.js, Express.js, Bootstrap
 - **Databases:** MongoDB, PostgreSQL, Sequelize ORM
 - **Other Tools:** Git, GitHub, RESTful APIs, GraphQL, JWT, Render, Postman
 - **Development Practices:** Agile Methodology, Responsive Design, API Integration, Version Control (Git)
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Projects

Goal Tracker — *Habit Tracking Web App*

HTML, CSS, JavaScript, Bootstrap, GitHub

- Built an interactive, responsive habit-tracking website as part of a 5-person team.
- Focused on front-end development using HTML, CSS, and JavaScript, with styling via Bootstrap.
- Followed Agile development practices and maintained clean code with a professional GitHub README.

Tech Store — *E-Commerce Web App*

React, Node.js, Express.js, PostgreSQL, Sequelize ORM, JWT, REST API, Render

- Developed a full-stack e-commerce platform selling tech-related items in a team of five.
- Built RESTful APIs with Node.js and Express, connected to a PostgreSQL database via Sequelize ORM.
- Implemented user authentication with JWT, secured API keys with environment variables, and deployed using Render.
- Ensured responsive UI using React, interactive user experience, and clean coding standards.

Skill Share — *Online Skill-Sharing Platform*

MERN Stack (MongoDB, Express, React, Node.js), GraphQL, Render

- Created a full-stack MERN application for skill-sharing and learning.
 - Designed and implemented GraphQL APIs with MongoDB database for flexible data queries.
 - Deployed on Render with a focus on scalability, responsive design, and modern user interface.
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Education

Software Development Bootcamp

University of Toronto, School of Continuing Studies — *Nov 2024 – May 2025*

- Intensive full-stack program covering front-end and back-end development.
- Focus on JavaScript, React, Node.js, MongoDB, PostgreSQL, GraphQL, and modern deployment practices.

Police Foundations Diploma

Trios College Business and Technology — *Graduated 2016*

High School Diploma

Tayyaba Foundation High School — *Graduated 2012*

Relevant Certifications

- Mental Health Awareness Certification
 - Leadership Training Certification
 - Diversity and Inclusion Certification
 - Crisis Intervention and Tactical Communication
 - Basic Emergency Management
 - First Aid and CPR (Rescue 7)
 - Smart Serve Certified
 - G Class Driver License
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Previous Professional Experience

Administrative Assistant

BM Forklift LTD — *June 2020 – July 2024 (Part-time)*

- Managed business communications, scheduled appointments, prepared invoices, and handled payroll support.
- Provided customer service, maintained inventory records, and coordinated service requests.

Customer Experience Specialist

Air Canada — *Jan 2024 – Mar 2024*

- Delivered front-line customer service including check-in, boarding, and document verification.
- Ensured compliance with company policies and assisted with operational decisions in absence of management.

Operations Scheduler / Shift Supervisor / Dispatcher

Paragon Security — *2017 – 2022*

- Supervised 19+ security staff, scheduled shifts, managed emergency calls, and handled client inquiries.
- Trained new staff, maintained compliance protocols, and handled crisis communications.

Computer Science Instructor

The Educators — *2011 – 2013*

- Taught computer science to Grade 5 students, created lesson plans, and developed engaging teaching materials.
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Hobbies & Interests

Active in leadership development programs, enjoys hiking, biking, and long drives to recharge and stay active.

References available upon request.