Areeb Noor

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QUALIFICATIONS

- Interpersonal & collaborative skills demonstrated through 500+ volunteer hours, extracurriculars, and peer tutoring.
- Excellent verbal & written communication skills demonstrated through multiple customer focused retail roles.
- Exceptional program management skills demonstrated through oversight of tutoring.
- Proven timeline management skills demonstrated through development & launch of projects.
- **Languages:** C, Python, JavaScript, HTML, CSS, SQL.
- **Tools:** Microsoft Excel, VSCode, Google Doc suite, OSB Recorder

EDUCATION / RELEVANT COURSES

Bachelors of Commerce - Business Technology Management - *Toronto Metropolitan University*   **2020 - 2024**

Intro to Professional Communications	Economics of Human Behaviour	Systems Analysis and Design
Intro to Global Management	Organizational Behaviour	Business Law
Managerial Decision Making	Applied Statistics for Business	Managerial Finance
Critical Thinking	Intro to FInancial Accounting	Business Intelligence and Analytics
Introductory Microeconomics	Principles of Marketing	Business Process Management

EXPERIENCE

Head of Business Development - *Untitled Balloon Project*   **January 2023 - Present**
- Leading social media & outreach, finance, project management, onboarding & more business operations.
- Created & executed project timeline by conducting regular meetings, providing feedback, and delegating tasks.
- Identifying business needs & constructing plans to fulfill them by analyzing current standing vs desired outcome.

Web Developer - *Metropolitan Aerospace & Combustion Hub (MACH)*   **September 2021 - September 2022**
- 1 of 3 team members for website creation using JavaScript & HTML for the MACH club.
- Used parallel workflow techniques to complete tasks efficiently & effectively.
- Built members biography page using HTML and implemented animations using CSS hover selector.

Peer tutor - Intro to Programming | Python - *Toronto Metropolitan University*   **September 2021 - April 2022**
- Tutored Intro to Programming class across 2 professors and 75+ students.
- Hosted 2-3 weekly sessions teaching Python concepts like built in types and functions for 40+ students/session.
- Created an online learning community with multiple channels and communication mediums, promoting better networking among peers.

Computing Solutions Advisor - *Best Buy*   **October 2021 - January 2022**
- Increased monthly sales roughly from 30K - 55K by curating custom bundle packages offering protection plans & services.
- Improved protection plan tag on rate from 3% to 6.7% within a month by understanding customers needs and pitching the appropriate services.

PROJECTS

Spacetagram | *JavaScript, HTML, CSS*
- Built an application to display images from space for each day of the week. Utilized the JavaScript Fetch API to asynchronously grab and display image data from the NASA open API.

To-Do List Web App | *JavaScript, HTML, CSS*
- Built to-do application to allow users to keep track of their tasks. Made use of event handlers and JavaScript functions to implement the ability for users to add and remove to-do's.

Portfolio Website | *HTML, CSS* - areebnoor.me
- Drove delivery of portfolio website using HTML & Implemented responsive design using CSS media queries.
- Used process design methodologies to create simple and effective web layout and user interaction.
- Oversought project from beginning to launch by planning timeline, resource allocation, and deployment.

Glo-bus - Online Strategy Simulation
- Lead team of 4 in a global business strategy simulation, acted as directors for a UAV drone & Action camera company.
- Achieved rank of 16th / 2775 teams globally, as measured by company performance across Net Revenue, EPS, ROE, and Stock Price.
- Consistently ranked 1st / 8 teams in class for 10 weeks running by making key decisions across product pricing, feature set, advertising budget, and more.