

# Ayesha Rashid

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## Education

### Toronto Metropolitan University

Toronto, ON

*Bachelor of Science in Computer Science with Co-op*

*Sep. 2024 – Apr 2028*

**Awards:** 2024/2025 Dean's List in the Faculty of Science

**Coursework:** Data Structures & Algorithms, Operating Systems, Web Development, Statistics, Calculus I, II, II

**Student Groups:** IEEE CSTMC, Women in Computer Science, BoostHER

## Technical Skills

**Programming Languages:** Python, Java, C/C++, HTML/CSS, MySQL, JavaScript, TypeScript

**Libraries/Frameworks:** Pytorch, Pandas, numPY, JQuery, Java Swing

**Developer Tools:** MS Office (Advanced), Power BI, Figma, Git, GitHub, Agile

## Experience

### Receptionist / Clinical Administrator

December 2024 – Present

*Palermo Family Clinic, Palermo Professional*

*Oakville, ON*

- Processed data for a database of over **1,000+ patients**, ensuring **100%** accuracy in billing and prescription authorizations, demonstrating careful attention to data integrity.
- Managed the clinic's communication, processing **40+ calls** daily to schedule diagnostic and follow-up appointments while managing **15+** external documents daily, ensuring seamless data integration into patient charts.
- Using data-driven analysis, coordinated the check-in/out process for **30+** patients daily, reducing average wait times while managing paperwork and providing clinical support through exceptional customer service and confidentiality.

## Leadership

### IEEE Computer Society Marketing Director

July 2025 – Present

*Department of Engineering, Toronto Metropolitan University*

*Toronto, ON*

- Defined and executed a multi-platform digital marketing strategy, leveraging performance data to increase brand visibility by **15%** and total social engagement by **25%**.
- Established and reported on **key performance indicators** (KPIs) such as Instagram follower growth (**+20%**) and LinkedIn engagement rate (**+3.5%**) to track effectiveness compared against strategic goals.

### BoostHER Events Associate, Toronto Metropolitan Chapter

May 2025 – Present

*EnactusBoostHer, Toronto Metropolitan University*

*Toronto, ON*

- Project managed end-to-end logistics for professional development events, delivering flawless execution for **50+ attendees** by maintaining rigorous timelines and mitigating potential risks.
- Developed and managed a comprehensive event management system using **MS Office** to track RSVPs, attendance, and participant data, creating a **structured database** that maintained operations and enhanced the attendee experience.

## Projects

### Robot Grip Simulation | Python, QUANSER, VNC Viewer, Microsoft Office

January 2024 – March 2024

- Developed and implemented a **Python-based** sorting algorithm in a **Quanser virtual environment** to identify and categorize randomized containers using sensor data, improving simulated sorting efficiency.
- Programmed a robotic **Q-Arm** for precise pick-and-place operations, successfully loading containers into a hopper while adhering to strict weight and capacity constraints (90g, max 3 containers).

### Recipe Management | Java, Object-Oriented Programming

April 2025 - May 2025

- Designed and implemented an **object-oriented** recipe management system in Java, architecting a class hierarchy with a base Recipe and specialized SpecialRecipe class to model data, utilizing inheritance, encapsulation, and polymorphism.
- Engineered core functionalities including an ingredient-based search filter, a nutritional calorie-counting algorithm, and a custom Comparable sorting implementation that organizes recipes by calorie content and preparation time for efficient user analysis.

### Personal Project Portfolio | HTML, CSS, JavaScript, AOS Library, SVG

December 2025 - January 2026

- Developed a personalized fully responsive website to showcase projects and skills.
- Implemented a variety of CSS features, including startup, hover, and clicking animations using AOS Library and JavaScript.