

# Catherine Olejarczyk

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Seeking employment for entry-level Web & Mobile Developer, UI/UX Designer, IT technician or related jobs to leverage my technical and professional experience.

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## Highlights of Qualification

### Programming Languages

- Proficient with HTML5/CSS3, CSS Framework, jQuery, JavaScript
- Familiar with C#, ASP.NET Framework, MySQL, Java, PHP

### Software Skills

- MS Office Suite, MS 365, MS Visual Studio/Visual Studio Code, Adobe Creative Suite (Photoshop, Illustrator), Figma
- Familiar with Service Manager, and Remote Desktop Connection Software
- Microsoft and Android operating systems
- (TFS), Azure DevOps Server - Microsoft Azure

### Hardware Skills

- IT technical support
- Building, installing, maintaining, and troubleshooting computers
- Desktop/laptop computers, AV devices, and network equipment

### Other

- UI/UX Design, wireframing, prototyping

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## Education

SEPTEMBER 2017 – APRIL 2020

**IT Innovation and Design (Advanced Diploma)/Conestoga College, Waterloo, Ontario**

- Graduation with Distinction
- Dean's Honour List 2018 – 2019 & 2019-2020

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## Skills

SEPTEMBER 2019 – APRIL 2020

**Software Support Technician – Web Dev/Conestoga College, Kitchener, Ontario**

- Assisted the Web Services Team
- Worked in an agile environment
- Programed Razor Pages in ASP.NET Core of the Corporate website using Visual Studio/Visual Studio Code
- Maintained and implemented content standards, particularly as it relates to Web/Online Accessibility (AODA)
- Pulled and pushed branches to Microsoft TFS for source control
- Input and edited information in the database

- Applied Marketing and Corporate Communications feedback to meet design standards

JANUARY 2019 – AUGUST 2019

**Hardware Support Technician – IT Services/Conestoga College, Kitchener, Ontario**

- Responsible for solving technical problems for faculty and staff
- Used Remote Desktop Connection software when upgrading PC's
- Troubleshooting and fixing hardware issues for computers, printers, and AV devices
- Cleaning equipment, doing daily DVP runs, changing toner, and delivering paper
- Working in groups for campus projects as well as independently
- Managing tickets using Service Manager
- Assessed usage of GoPro's for operation by machine shop
- Managed DVP upgrades on campus and updated project spreadsheet
- Re-image computers and update BIOS firmware
- Setting up faculty workstations and computer labs
- Trained new employees
- Managed electronic waste by wiping hard-drives

APRIL 2017 – FEBRUARY 2019

**Cashier/Customer Service rep – Canadian Tire, Kitchener, Ontario**

- Managed transactions with customers using cash registers
- Handled merchandise returns and exchanges
- Thrive in a team environment and work well with others
- Trained new employees

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## References

\*Available upon request