

CHAITANYAA CHOPRAA

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EDUCATION

University of victoria
BS Computer Science

Victoria, BC, Canada
08/2021 - Present

The Indian School
High school or equivalent

New Delhi, India
04/2017 - 05/2019

EXPERIENCE

Best Buy
Mobile Service Advisor

Victoria, BC
Sept 2021 - Dec 2021

- Welcomed customers and discussing their needs about mobile phones and data plans
- sold a broad range of mobile products and services using a proven structured approach while at the same time developing in-depth knowledge of the latest mobile technology.
- Handled all aspects of the sale including: customer contracts and warranties, customer payments, cash and credit card/check transactions.

Icons Outdoor pvt. ltd.
Accounting Assistant

New Delhi
July 2020 - Jan 2021

- Managed daily bookkeeping functions with attention to accounts receivable, accounts payable, banking reconciliation and disbursements
- Prepared month-end closing entries for detailed reporting and recordkeeping.
- Communicated with vendors and clients to facilitate timely payments and reduce outstanding accounts receivable.
- Applied mathematical skills to calculate totals, check figures and correct problems with physical and digital files.

Self-Employed
Freelance Web Developer

New Delhi
March 2020 - July 2021

- Crafted mobile-friendly websites and transitioned legacy site to mobile-friendly platform.
- Contributed back-end development experience and collaborated on multiple APIs crucial to functionality.
- Maintained strong education in latest technologies, software and hardware products for use in various projects.

SKILLS

Data generation tools:
Computer skills:
Event coordination:
Communication skill:

PROJECTS

The Brief bullitin Wix
Made a website for a start up with daily news updates

<https://www.thebriefbulletin.com/>