

Nasif Shah

Admitting Clerk

📍 Middle Sackville, NS
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✉ nasifshah548@gmail.com

SKILLS

Programming

- JavaScript
- Python
- React JS
- Angular
- SQL

Database

- MySQL
- SQL Server

Microsoft Office

- MS Word
- MS Excel
- MS PowerPoint
- MS Access

SUMMARY

Highly motivated professional with extensive experience in designing and implementing innovative, client-focused solutions. Skilled in bridging business requirements with technical execution, ensuring seamless and efficient outcomes. Committed to continuous learning and staying ahead of industry trends, while consistently delivering value and contributing to organizational success

WORK EXPERIENCE

06/2024 -

Admitting Clerk

02/2025

Nova Scotia Health Authority

- Coordinated and managing the registration process, ensuring a seamless and efficient experience for participants.
- Implemented streamlined registration procedures, reducing processing time by 20%.
- Collaborated with cross-functional teams to address registration-related issues and improve overall participant satisfaction.
- Maintained accurate and up-to-date records of all registrations, ensuring data integrity and accessibility.
- Provided exceptional customer service, addressing inquiries and resolving issues promptly and professionally.

07/2020 -

Application Consultant

08/2023

IBM Canada

- Collaborated with the development team in managing customer facing applications.
- Developed skills in performing project tasks by using Agile Methodology.
- Followed the best practices of software engineering and performing proper quality management at all work.
- Gained expertise at designing and developing cross browser compatible websites.
- Added functionalities and fixing defects in existing front-end services to achieve perfection.
- Worked with the project team on tracking bugs in the application by using Jira tracking tool.
- Performed code review and tracking changes by using Git.

05/2019 -

Integration Specialist

07/2019

Mackay Meters Inc.

- Maintained and engineered databases using PostgreSQL development.
- Designed and documented integration solutions in accordance with best practices.
- Provided technical assistance to troubleshoot and resolve integration errors.
- Supported development on resolving system defects, acting as liaison and developing solutions.

EDUCATION

09/2014 -

Bachelor Of Science - Computer Science

04/2018

St. Francis Xavier University, Antigonish, NS - B2G 2W5

01/2012 -

Bachelor Of Applied Science - Mechanical Engineering

04/2014

Centennial College, Toronto, ON - M1G 3T8