

Dylan Hunter

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WORK EXPERIENCE

Department of Justice Canada

May. 2022 – Present

RPA Developer | September 2022 - Present

Ottawa, ON (Hybrid)

- A Government of Canada department providing legal advice and services to other departments and agencies.
- As a RPA Developer, I design, develop, and implement robotic process automation solutions to enhance operational efficiency and streamline business.
 - **Key Results:** Deployed and maintained a production automation used by Canadian Lawyers, achieving annual savings of < \$200,000 through enhanced efficiency and accuracy.
 - Utilized GitHub and Azure DevOps for ongoing maintenance, bug fixes, and deployment management, working closely with a team to ensure continuous improvement and system reliability.
- Created and maintained documentation of projects, including code standards, design and best practices.
- Collaborated with business intake to understand requirements and define automation opportunities.
- Excelled at troubleshooting and debugging production automations and working with clients to ensure all user stories and end user experiences are seamless.

Junior Programmer / Analyst | May, 2022 – September, 2022

- Prior to my promotion to RPA Developer, I Provided technical support for the LEX legal case management application by troubleshooting Dynamics 365 issues, executing SQL scripts, creating DevOps documentation, and collaborating with legal and development teams, utilizing technologies such as SharePoint, GCDocs, BMC Remedy, and Azure DevOps.

Global Affairs Canada

Sep. 2021 – Dec. 2021

IT Security Practitioner

Ottawa, ON (Remote)

- Promoted Enterprise Security Architecture (ESA) best practices and integrated IT security and privacy activities into project plans in collaboration with SIAK and the Privacy Policy Group.
- Guided the gathering of security requirements, created the initial Security Controls Profile (SCP), and ensured the incorporation of security controls into system design.
- Coordinated risk management activities and presented IT Security Requests to senior management for Authority to Operate (ATO) approval.

The Shoe Company - Designer Brands Inc.

Nov. 2018 – Sep. 2021

Assistant Store Manager, Supervisor, Keyholder, Associate

Ottawa, ON

- Enhanced sales performance and operational efficiency as an Assistant Store Manager by leading inventory management, optimizing point-of-sale procedures, and delivering exceptional customer service.

EDUCATION

Algonquin College

September 2023

Computer Engineering Technology - Computing Science

Ottawa, ON

- **GPA: 3.9/4.0** Dean's Honors List
- 3rd place winner for RE/ACTION Applied Research Showcase with winning project AI Brand Recognition Machine Learning Project

CERTIFICATIONS, SKILLS & INTERESTS

- **Certifications:** Automation Anywhere Bot Developer and Advanced Bot Developer (Automation 360)
- **Skills:** OOP (Polymorphism, Inheritance, Encapsulation, Association and Aggregation); Bash Scripting (Linux); Network Infrastructure (TCP/IP protocol stack, Packet Tracer, WireShark); Python; Java; HTML, CSS,

JavaScript and PHP; SQL; C++; C#, .NET; Computer Hardware; Troubleshooting Software and Drivers

- **Technologies:** MySQL (Queries, Databases, ERDs); Flash; Android Studio; Django; Flask; Unreal Engine; GitHub; Microsoft .NET ASP; Microsoft 365 Suite; Linux Ubuntu; Android; IOS
- **Interests:** Hackathons; App Development; Traveling; Fishing; Reddit; Coffee