

Farhin Chowdhury
21 McMillan Avenue Toronto, ON, M1E 4B4
416-884-2285
farhinchowdhury0@gmail.com

SUMMARY OF QUALIFICATIONS

- FullStack Programmer experience in HTML, CSS, JavaScript, JQuery, React, Node, MERN and NodeJs.
- Excellent Customer Service skills developed through experience in sales and administrative positions.
- Adaptable to different environments, advanced strategic and problem solving abilities.
- Analytical skills developed through companywide quarterly data analysis to provide result oriented solutions as well as coding.
- Fluency in English, Bengali, Hindi and Urdu.

EDUCATION

University of Toronto Scarborough, **Honours Bachelor of Arts, July 2018**
Double Major in International Development Studies and Anthropology

University of Toronto Continuing Studies Coding Bootcamp, Sept 2020
Git Hub: <https://github.com/FarhinChowdhury>

PROFFESIONAL EXPERIENCE

RBC – Career Launch Program

March 2019 – Present

Associate

Rotation 1: Client Advisor at Markham and Lawrence Branch 2019

March 2019 – Sept.

- Identifying needs and provide tailored financial advice and solutions to clients.
- Contributing to team sales results by listening and spotting opportunities to offer additional advice and introduce clients to the capability of RBC partners.
- Educating & assist clients on how to use RBC digital capabilities.
- Achieved an average likelihood to Recommend (LTR) score of 10/10, resulting in an increase in the branch's LTR score.
- Managed risks by adhering to compliance routines, processes and controls to protect client and shareholder interests while completing transactions.
- Seeking out opportunities for clients that goes beyond banking and help them build their financial profile

Rotation 2: Associate at Scarborough Women's Centre 2019

Sept. 2019 – Nov.

- Coordinating projects such as Seniors Outreach Program for senior women and Expanding the Reach Program that helps women with disabilities.
- Organizing informational sessions/ tables and focus groups to spread information about different programs the organization provides.
- Collecting data from focus-group to develop modules for "Expanding the Reach Program" which will help employers make their workspace more inclusive for women with disabilities.
- Creating informational Brochure for women and new immigrants to gain access to programs that provide financial literacy and counselling.

Rotation 3: RBC Strategy, Performance Marketing. 2020

Dec. 2019– March

- Coordinating the strategic messaging for RBC company goals also known as FOCUS 2021.
- Analyzing company wide data to understand sentiments of employees and creating solutions for increased productivity and efficiency.
- Providing Content for Focus 2021 page on company site.

Boiler Inspection and Insurance Company, Munich Re Group

Jan 2019 – March 2019

Receptionist and Insurance Claim Administrator:

- Reviewing, processing, and entering incoming personal insurance claims into the company database;
- Finalizing billing for personal insurance claims by processing checks and reporting the amount into the company database;
- Operating the front office reception by directing calls, greeting visitors, and handling company inquiries; and
- Assisting in the day to day operations of the office, by handling general administrative tasks such as scheduling meetings, sorting mail and distributing mail.

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Royal Canadian Yacht Club
2018

Oct 2016 - Jun

Administrative Assistant (Part-time):

- Assisting members with renewing their club memberships, by providing them with new membership contracts, and by providing them with information on membership policies and costs;
 - Resolving complaints from members regarding club's facilities;
 - Providing administrative support such as faxing documents, preparing FedEx way bills for packages, answering general inquiries from club members, and scheduling sessions for members at the club's athletic and dining facilities; and
 - Assisting the managers develop administrative procedures, to improve the efficiency of the club's day to day operations;
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Additional Work Experience:

Muslim Welfare Centre
2012

Jan 2011 - Feb

Volunteer:

- Involved in the Meals on Wheels program that provided food for the homeless.

Shakuntala Dance School:
2018

Jan 2006 -

- Indian Classical Dancing for 12+ years, involved in various plays and performances as well as choreographing dances for younger age group classes.

South Asian Alliance:
2014

Sept. 2013 – June

- Choreographer at South Asian Alliance, cultural dance group in preparation for the North American Cultural Show (NACS) in Bollywood and Kathak.