Graham Myles

Software Engineer

Contact

Phone

0817723745

E-mail

myles.graham01@gmail.com

Skills

C#

Very Good

JavaScript

Very Good

HTML and CSS

Excellent

Python

Average

Project planning

Excellent

Database programming
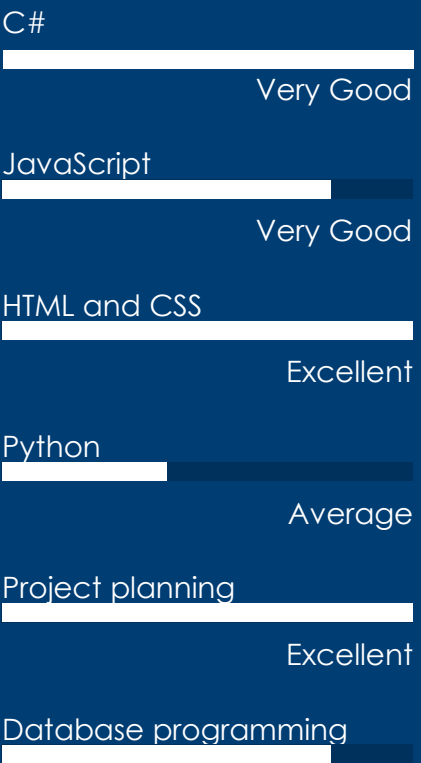
Complex problem-solver with analytical and driven mindset. Dedicated to achieving demanding development objectives according to tight schedules while producing impeccable code. Detail-oriented, organized, and meticulous employee. Enthusiastic team player ready to contribute to company success.

Work History

2020-06 - 2022-02

Senior Bartender

Millstream River Estate , Hartbeespoort

- Kept detailed inventories and notified management of ordering needs for liquor, beer, wine and bar supplies.
- Implemented drink prep procedures, significantly reducing wasted stock.
- Performed opening and closing duties, printing sales reports, setting up for incoming shift, preparing cash drawers and taking inventory.
- Taught 7 employees bar sales techniques, resulting in higher profits.
- Recruited and trained 7 new bartenders to help maintain talented team.
- Assisted servers with specialty drinks orders by preparing on-demand items without delay.
- Served high customer volumes during special events, nights, and weekends.

2019-01 - 2019-07

Data Administrator

FOMOcomm, Hartbeespoort

- Created, maintained, and entered information into databases.
- Answered telephones and gave information to callers, took messages, and transferred calls to appropriate individuals.
- Set up and manage paper or electronic filing systems, recording information, updating paperwork, or maintaining documents, such as attendance records, correspondence, or other material.
- Greeted visitors or callers and handled their inquiries or directed them to appropriate individuals according to their needs.
- Operated electronic mail systems and coordinated flow of information, internally and

with other organizations.

- Reviewed work done by others to look for incorrect spelling and grammar, ensured that company format policies are followed, and recommended revisions.

2018-11 - 2019-01

House sitter

Harcourts , Hartbeespoort

- Acted as intermediary in negotiations between buyers and sellers, generally representing one or other.
- Promoted sales of properties through advertisements, open houses, and participation in multiple listing services.
- Accompanied buyers during visits to and inspections of property, advising on suitability and value of homes visited.
- Distributed documents such as representation contracts, purchase agreements, closing statements, deeds, and leases

Education

2020-01 - Current

Bachelor of Computing : Software Engineering

The Belgium Campus - Pretoria North

- Participating in an international project.
- Member of the Gaming Club.

2019-01 - 2019-12

High School Diploma

Teneo School - Online

2015-01 - 2018-12

Highschool

Pecanwood College - Hartbeespoort

- Awarded Senior victor ludorum in grade 10 for athletics.
- Awarded Junior victor ludorum in grade 9 for swimming.
- Elected Captain of tennis team in grade 11.
- Co-Captain of AV club.
- Member of engineering club.