

IGOR DOS SANTOS



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<https://github.com/Igor-dos-santos>

Summary

- BSc (Hons) Computing 4th year part time student with a keen interest in Full-Stack Web Development. Averaging a 2:1.
- Consolidated knowledge in Java, PHP, SQL, HTML, CSS, JavaScript, Ruby, responsive frameworks & Object- Oriented- Programming.
- Proficient in Microsoft Office tools.
- Practical experience developing software and creating dynamic web application projects and cloud deployment.
- Critical thinker, who enjoys mathematical challenges.
- Energetic worker always ready to help others.
- Passionate learner with a keen interest in technology.
- Resilient and empathetic, very easy to get along with.

Education

BSc (Honours) in Computing 4th year - 09/19 – 08/23
National College of Ireland, Dublin

Key Modules: Advanced Databases, Data Structure and Algorithms, Advanced Programming, Object Oriented Programming, Operating Systems, Problem Solving, Software Applications for Business, Software Engineering, Web Application Development, Web Design, Data Science, Advanced Networking.

First year project: Responsive web page with complete client interaction, demonstrating use of wireframe and web hosting.

Technologies used: HTML5, CSS3, JavaScript, PHP and Bootstrap.

Second year project: Developed an interactive and dynamic web application with user registration and connected to a Database <https://github.com/Igor-dos-santos/Stay-Safe-19>

Technologies used: HTML5, CSS3, PHP, SQL and XAMPP.

- ♦ Online Courses that are helping me through my academic studies.
 - Complete Web Development 2021 - Udemý
 - JavaScript complete Course – Udemý
 - Intro to Artificial Intelligence in Python – Udemý
 - Introduction to IoT - Udemý

Programming Skills

- **HTML / CSS:** Developed fully responsive websites and styled web applications purely using these languages as well as working with frameworks such as **Bootstrap**.
- **PHP:** Used PHP to make the server-side connections with PDO and to make the web page more dynamic and interactive.
- **JavaScript:** Dived into JS in multiple projects developing dynamic responsive web pages and applications.
- **Java:** Able to consolidate fundamental understanding of Data Structures and Object-Oriented concepts in order to deliver the projects with enhanced efficiency and clean code.
- **Ruby:** Crypto portfolio project. Deep understanding of Ruby gems.

- **Python:** Explored the depths of Machine learning and Artificial Intelligence understanding highly complex concepts using Python to organise, manipulate and present data.
- **Databases:** Studied Databases in my second year where I learned how to create and manage relational and non-relational databases. SQL, MongoDB
- **Cloud Deployment:** AWS, Heroku, GitHub and Microsoft Azure.

Work experience

- ◆ Covalen - CPL / **Legal Operations Analyst at BCL Project**
Sept 2021 – Present - Dublin, Ireland.

Key Responsibilities:

- Performing actions towards accounts and contents on social media platforms. Acting based on court orders.
- Demonstrating speed, agility, critical-thinking, problem-solving skills to help avoid many thousands in fines.
- Quick adaptation to new company policies, political transitions in global markets and local law enforcement.

Learning Outcomes: Meticulous attention to details, thorough data analysis and impeccable implementation of company rules and standards applied to influent social media accounts. Understanding of legal procedures, translation of documents and simplifications of complex technological terms. Worked remotely for nearly a year.

- ◆ Covalen - CPL / **Operations Analyst**
Nov 2020 – Sept 2021 - Dublin, Ireland.

Key Responsibilities:

- Validating, investigating and responding to cyber inquiries within established guidelines and policies.
- Data analysis, report creation and project governance using Tableau.
- Ability to ramp up quickly in the job achieving status of trainer regarding multiple areas of the job.

Learning Outcomes: Ability to quickly master the tools and software necessary for the job. Escalations and team work. Constant use of Microsoft Office tools, with exceptional attention to MS Excel. Responsible with deadlines and able to keep up with a busy agenda filled with meetings and reports to be delivered.

- ◆ Button Factory / **Bar Manager**
Nov 2018 – Nov 2020 - Dublin, Ireland

Key Responsibilities:

- Budget control with Microsoft Excel Functions, Graphs and Pivot Table to present data in more efficient ways.
- Developing strategies to maintain high standards and staff well trained focusing on sales increase.
- Efficient time and supplies management to reduce waste and provide cost cutting solutions.
- Promoting and managing cultural events for hundreds of people.

Learning Outcomes: Being responsible for the creation of business reports helped understand the business logistic and come up with creative solutions to help the business grow by providing cost cutting solutions, staff training and stock alternatives to better attend the clientele. Also required to report technical data in simpler terms to all staff.

- ◆ AK Communications / **Executive Assistant - Designer**
Dec 2017 – Sep 2018 - Brasilia, Brazil

Key Responsibilities:

- Creating reports and PowerPoint presentations to keep clients, colleagues, and associates well informed.
- Photo and video editing using Adobe Photoshop and Illustrator.

Participating in international meetings with important authorities and clients taking notes and discussing work strategies. Creating reports to enhance visibility of entire projects and content creation for marketing purposes.

Additional Info

- Work and residence permission: EEA Countries | Brazil & Mercosul countries
- Fluent in Portuguese, English & Spanish.
- References available upon request.