Jonathan Roach
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Skills
Languages: HTML/CSS (Sass), Javascript, Java, Python, Racket, SQL
Tools: React, Tailwind, Bootstrap, Git, JQuery
General: Adobe Creative Cloud (Photoshop, Acrobat, Express, etc.), Google Suite (Docs, Slides, Sheets, etc.), Microsoft Office 365 (Excel, Word, PowerPoint, etc.)

Education
University of Waterloo   Waterloo, Ontario
Honours Arts and Business (Co-op), Minor in Computing   *2022 - Present*

Work Experience
Office & Project Coordinator   January - May 2024
Filion Wakely Thorup Angeletti LLP, Toronto, ON
- Processed invoices, ensuring payments were accurate. Worked closely with the accounting department to maintain financial records.
- Provided research for the HR and IT departments, gathering relevant data on training, health and safety procedures, and software.
- Performed administrative tasks such as scheduling appointments and coordinating meetings.
- Oversaw the organization and maintenance of legal files, including opening and closing files as needed. Worked closely with knowledge management to keep the database organized.
- Managed the logistics of work events including retreats, conferences and social gatherings.
- Played a key role in organizing data to track financial performance and support decision-making processes.

Projects
Portfolio Website - Live Demo   **View Github Repo**
Tech Stack: React, Tailwind
ATM Simulator
Tech Stack: Java
- Developed an ATM simulation program with user authentication
- The program allowed the user to access their account information, balance, deposit money, withdraw money, and check transactions

Weather App
Tech Stack: HTML, Tailwind, Javascript, API
- Implemented real-time weather updates based on user location input.
- Designed and optimized a mobile-friendly UI with Tailwind CSS for enhanced usability.
- Utilized asynchronous JavaScript for seamless data fetching and display.

Clubs & Certifications
Clubs & Activities: Data Science Club, Game Development Club, UW Finance Association, Intramural Volleyball
Certifications: Standard First Aid & CPR Certification (May 2018), Core Java Specialization (LearnQuest – Nov. 2023), Responsive Web Design (FreeCodeCamp - Feb 2024)