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jordantran.ca

JORDAN TRAN

WORK EXPERIENCE

Enterprise Resource Analyst Intern	Canadian Natural Resources Limited	Sept. 2020 – April 2021

- Developed Robotic Process Automation scripts to test various accounting processes using UiPath Studios
- Created and modified SQL scripts to query data and deliver it to clients
- Assisted in managing data integrity and data analysis to solve issues within current configuration
- Learned key business applications such as EnterpriseOne, Open Invoice, and Data Access Studios to assist in analyzing and solving data issues

Tax Quality Assurance Intern	Farm Business Consultants	Jan. 2020 – June 2020

- Completed income tax returns for small business owners and farmer clients using proprietary tax software
- Analyzed business income and expense records using critical thinking to look for errors and correct them
- Carefully reviewed income tax returns ensuring that they were accurate and compliant with the Canadian tax rules and regulations
- Contacted clients regarding tax information and assisted clients when necessary

EDUCATION

Calgary, Alberta, Canada	University of Calgary	Sept. 2017 – Present

Bachelor of Commerce in Business Analytics
Bachelor of Science in Computer Science

- Expected graduation date of May 2023
- Awarded with the Haskayne Founders' Circle Scholarship (2019) for leadership and academic merit
- Cumulative GPA: 3.88/4.00

PROJECTS

- **Habit Tracker App** – An Android app that is used for keeping track of habits built using Android Studios and Java. Features include allowing the user to create customized habits, marking completion on a calendar, generating graphs to view data, and editing and removing habits
- **Poker Game** – A fully functional poker game built in Java that includes a graphical user interface
- **Personal Website –** A website built using React and CSS
- **PS5 Bot –** A program that tracks PS5 stock from BestBuy and automatically purchases it when available

Skills

Programming Languages: Java, C, C++, SQL, Python, HTML, CSS
Software: Visual Studios, SQL Developer, Android Studios, UiPath Studios, Microsoft Office

Extracurricular Activities

Business Technology Club	March 2019 – May 2020

- Vice President of Operations and Finance
- Tracked paid and received invoices and ensured financial records were correct
- Created and monitored budgets