**MAHEEN KHALID**

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EDUCATION

**Bachelor of Science, Computer Engineering** Jan 2015 - Dec 2018

Sir Syed University of Engineering and Technology, Karachi

WORK EXPERIENCE

**IT/Software Analyst, Blackmore Partners Inc** Jul 2022 - Current

* Troubleshoot and resolve system hardware, software and networking issues
* Have worked with web debugging tools
* Assist team with testing code in multiple browsers
* Manage technical integration with third party services.
* Redesign and develop the company’s existing website

**Shift supervisor, CVS Pharmacy** Mar 2021 - Jun 2022

* Receiving payment by cash, credit cards, vouchers, or automatic debits.
* Assisting customers by providing information and resolving their complaints.
* Counting money in cash drawers at the beginning and end of shifts.
* Answering customer’s questions and providing information on procedure and policies.
* Operating telephone switchboard to answer, screen, or forward calls.
* Greeted and assisted customers with identifying prices of goods and services.
* Reporting sales to managers
* Assigns tasks and responsibilities to staff members
* Enforces company policy and procedures
* Supervises employees and provides guidance
* Responsible for ensuring that all employees adhere to company standards of conduct and ethics
* Performs other duties as assigned.

**Middleware Engineer, Sapphire Consulting Services** Feb 2019 - Dec 2020

* Worked with an agile team to develop, test and maintain web-based business applications.
* Application of C/ java programming and computer architecture to enhance business efficiency and insights.
* Worked on Oracle JDeveloper 12c to build service-oriented applications.
* Developed enterprise applications using Oracle Application Development Framework.

**Intern, Pak Qatar Takaful** Nov 2018 - Jan 2019

* Managed all administrative work for the office
* Managed office functions, including records, reports, filing, and invoices
* Creating Presentations and marketing material for clients
* Managed reports and created worksheets in Excel

PROJECTS

**Project: Computer Engineering Department** Apr 2018 - Nov 2018

Designed and established responsive and user-friendly website using HTML, CSS, JavaScript, Bootstrap and PHP.

SKILLS

Python, SQL, MATLAB, HTML/CSS, PHP, Tableau, JavaScript, Excel/Google sheets