

MOHAMED LALJI

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86 Dewpoint Road, Thornhill ON L4J 9E1

CAREER OBJECTIVE:

Ambitious student pursuing Computer Programming and Analysis advanced diploma skilled at software development, program designing and system analysis, developing active database web programs on a variety of operating systems. Demonstrates ability in highly employable programming, database, software development and communications skills.

SUMMARY OF STRENGTH AND SKILLS:

- Proficient in MS Office Application (Word, Excel, Access, PowerPoint, Visio), SharePoint.
- Excellent business, problem solving, and customer relation skills.
- Beginner level C programmer
- Strong communication skills and ability to effectively manage stakeholder expectations.
- Highly flexible and adaptable to changing organizational needs including quicker grasp to new concepts along with abilities to pursue matters in detail and able to work in a dynamic team.
- Beginner Linux and Windows administration knowledge

WORK EXPERIENCE:

Mohamed Enterprises Tanzania LTD (METL) – MO ASSURANCE.

September 1 – October 1, 2020

Accountant

- Gained experience around Bank reconciliation.
- Mastered the credit control process.
- Provided exceptional customer service.
- Learnt The treasury functions: Cash Collection and Receipting.
- Payment process and vendor management.

Quickbuy TZ

Business Owner and Co-Founder

December 2020 – April 2022

- Social media marketing.
- Stock management.
- Meeting with service vendors to facilitate delivery.
- General business and finance management.

Seneca College

IT Support

September 2022 - Present

- Solved hardware problems with desktops, projectors, microphones, and cameras
- Worked with different software such as Zoom, MS teams, and BigBlueButton.

EDUCATIONAL BACKGROUND:

Advanced Diploma – Computer Programming and Analysis

Expected in January 2025

SENECA COLLEGE, SCHOOL OF SOFTWARE DESIGN AND DATA SCIENCE, TORONTO, ON.

ACADEMIC PROJECTS:

C PROGRAMMING

- Wrote various programs on visual studio using C programming language
- Program included giving an output based on various inputs from the user.
- Group leader for final group project. Grade achieved A.

JAVASCRIPT, HTML, CSS

- Created Parallax websites, landing pages and various conference web pages.

SQL

- Created sorted and managed tables and data in SQL servers.
- Mini project in which I created a database with data.

