

Navneet Sharma

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Summary

A detail-oriented and proactive professional with a proven track record in managing IT systems, administrative support, and facilities operations. Skilled in providing comprehensive support, database management, vendor coordination, and asset tracking. Experienced in ensuring efficient project management, maintaining IT infrastructure, and delivering high-quality service in fast-paced environments. Recognized for leadership in team projects, including winning the NCT Toronto Hackathon, Hackville 2025 hackathon and developing innovative wellness platforms. Adept at managing multiple responsibilities independently while ensuring confidentiality, discretion, and organizational efficiency.

SKILLS

Technical Skills: Database Management | IT Support | Service Coordination | Microsoft 365 | JIRA | Customer Services | Active Listening | Communication | Problem Solving | CaseWORKS Integrated Caseload Management Software (asset)

Micro Skills: Service Orientation | Organizational Skills | Attention to Detail | Time Management | Team Collaboration | Independent Work | Tact & Discretion | Flexible & Adaptable | Multilingual Communication | Culturally Inclusive Service

Coding Skills (Asset): JavaScript | C | C++ | REACT | Express | NODE | Cloudflare Worker | PostgreSQL | Prisma | Hono | Docker | TypeScript | NoSQL | SQL | MongoDB | E2 instances | S3 | Git | DSA | Microservices | Frontend | Backend | Full-Stack

EXPERIENCE

Product Developer

June 2024, Toronto, ON, CANADA

Xenex Enterprise Limited

- **Collaboration with Cross-Functional Teams:** Collaborated with cross-functional teams to manage project milestones, track progress, and present new concepts for continuous product improvement.
- **OCR System Development with AI Integration:** Spearheaded the development of an OCR system integrated with AI to automate form field recommendations, improving document processing efficiency.
- **Architecture and Design Leadership:** Led the architecture and design of the software solution, driving the implementation of innovative ideas and ensuring timely project delivery

Full Stack Developer

June 2022 - April 2023, Punjab, INDIA

Bangalore Computers

- **Vendor Coordination:** Oversaw deployments and collaborated with service providers, mirroring the vendor and contractor coordination required in the role.
- **Client Communication & Coordination:** Collaborated with clients to gather requirements and deliver tailored solutions, showcasing strong organizational and interpersonal skills.
- **Project Management:** Successfully managed small-scale business projects, meeting tight deadlines and adapting to dynamic requirements in an agile environment
- **IT Systems Support:** Deployed and maintained websites with integrated backend systems, demonstrating proficiency in IT troubleshooting and system stability management.

PROJECTS

Health and Wellness Web Platforms

SELF PROJECT January 2024 - February 2024

- **Developed "All Fit Hub" ([Link](#))** - A wellness platform focused on physical and mental health using React, JWT, Tailwind, Node.js, Express, OpenAI, Prisma, and PostgreSQL. Led the project from concept to deployment, implementing **user authentication** and **database management** to ensure **scalability** and **performance**.
- **Created "Pet Nest" ([Link](#))** - A platform connecting users to pet care services using HTML, CSS, Node.js, Express, SQL, and AJAX. Managed **user authentication**, **database updates**, and **inventory tracking** to ensure system stability and smooth operations
- Implemented advanced features such as **interactive UI/UX** and **database integrity**, ensuring secure and **efficient systems**.

OCR System Development

INTERNSHIP at Xenex Enterprise Limited • [Link](#) • June 2024 - Present

- Leading the development of an OCR system with AI to **automate** and enhance form field recognition in PDF documents.
- Implementing **machine learning** models to improve the accuracy and efficiency of text extraction processes.
- Collaborating with a team to integrate advanced AI solutions, fostering significant advancements in automated **data handling**.

Achievements

- **Winner, NCT Toronto Hackathon:** Led a team to develop an award-winning health tracking app using React, Node.js, Postgres, Jwt, Prisma and Open AI.
- **Winner of Hackville 2025:** Created an **AI-powered study assistant and mood analyzer with productivity tools and real-time insights**.
- **Top 8 finalist at Bramhack Hackathon by Amazon:** Developed an innovative solution for EV Transit that was recognized among the top entries and selected to pitch the idea to the Brampton Economic Development Group.

EDUCATION

Computer Programming - Graduated

Niagara College Toronto • On, Canada 2025
4.0 GPA