

# Nick Richardson

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## EDUCATION

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**Nova Scotia Community College** | *IT Programming*

eCampus, NS | **2023 – Present**

- System Analysis and Design
- Object Oriented Programming
- Logic and Programming
- Client-Side Programming
- Web Development
- Data Fundamentals
- Networking and Security
- Windows Administration

**North Nova Education Centre** | *High School Diploma*

New Glasgow, NS | **2014 – 2017**

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## SKILLS

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- **Programming:** *Java, C, JavaScript*
- **Web Development:** *HTML, CSS*
- **Database:** *SQL, SQLite*
- **Version Control:** *Git, GitHub*
- **Development Environments:** *Visual Studio Code*

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## EXPERIENCE

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**The Vaper's Attic Inc** | *Retail Associate*

Windsor, NS | **2019 – 2023**

- Managed opening and closing routines, including sales verification, and securing of proceeds.
- Conducted regular audits, reporting any discrepancies to supervisors.
- Monitored inventory levels, addressing shortages and surpluses.
- Oversaw the receipt, verification, and storage of incoming shipments, ensuring accuracy.
- Provided excellent customer service, addressing inquiries, and resolving complaints promptly.
- Processed transactions accurately, handling both cash and card payments.

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## CERTIFICATIONS AND CREDENTIALS COMPLETED

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- Occupational Health and Safety course
- WHMIS course

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## REFERENCES

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*Available upon request*