Nick Richardson

Wolfville, NS | nickrichardson902@gmail.com | +1 902-331-1024

EDUCATION

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**

SKILLS

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

EXPERIENCE

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.

CERTIFICATIONS AND CREDENTIALS COMPLETED

- Occupational Health and Safety course
- WHMIS course

REFERENCES

Available upon request