

# Rose Kooshki

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## Software Developer, Document Control

### Highlights

Highly motivated and enthusiastic tech-savvy, graduated from Mohawk College's Software Development program, with hands-on experience in Java programming, data analysis, and software testing. Knowledgeable in software testing and quality assurance, assisting in identifying, reporting, resolving and documenting defects to improve software reliability. Skilled in analyzing and processing data to identify patterns, improve system efficiency, and support data-driven decision-making. Proficient in managing databases, maintaining accurate records, and handling confidential information with a high level of attention to detail.

Capable of strong communication, analytical, and problem-solving skills, thriving in both independent and collaborative environments to foster innovation and drive successful project outcomes.

### Technical Skills

- **Software Testing & Quality Assurance:** Hands-on experience in Quality Testing Methodologies, ensuring software reliability and performance.
- **Object-Oriented Design & Algorithms:** Understanding of object-oriented programming principles, design structures, and algorithms for efficient software development.
- **Software Development Life Cycle (SDLC):** Basic understanding of software development methodologies, including Waterfall and Agile, with the ability to follow structured processes and adapt to iterative workflows.
- **Program languages:** Knowledge with C#, Java, JavaScript, GIT, SQL.
- **Database Management:** Database design, normalization, SQL Server, MySQL
- **Tools and Technologies:** Visual Studio, Katalon Recorder, SharePoint, Microsoft Office
- **Microsoft 365 and Cloud:** Skilled in Word, Excel and PowerPoint, Microsoft SharePoint and Microsoft Teams and Azure.

### Educations & Certifications

**Software Developer Diploma**

**Mohawk College**

**Jan 2024 to April 2025**

Completed full-time studies in Software Development, which included:

- Object-Oriented Design & Algorithms: Implemented object-oriented programming principles, design structures, and algorithms in academic assignments.
- Conducted software testing and quality assurance, applying testing methodologies.
- Debugged and resolved complex software and system issues, enhancing application performance and stability.

- Managed multiple responsibilities with strong prioritization and time management skills.
- Designed and optimized database structures, including SQL Server and MySQL

## Certifications

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|--|-----------|
| • Computer Science - Software Engineering Specialist | Dec.2024  |
| • Azure Fundamentals (AZ-900)                        | Jan. 2025 |

## Projects

### Automated Website Testing Project

- Designed and executed automated website tests using Katalon, ensuring full requirement coverage and improving test automation and website validation processes.
- Enhanced skills in automated testing, identifying and resolving potential issues to improve software reliability, optimizing test case execution.

### C# Media Library Management App

- Developed a C# console application for managing books, movies, and songs as part of a course assignment, using interfaces (IEncryptable, ISearchable) to support advanced functionality.
- Gained hands-on experience in file I/O, interface implementation, and search algorithms, enhancing overall understanding of C# programming and software design.

## Experience

### Proposal Specialist, Administrative Assistance

Imen Josh Yekta

Feb. 2017 - Dec. 2020

- Collaborated with the sales team to align proposal content with client needs, contributed to lead follow-up efforts, and supported customer communications to help drive business growth.
- Organized and facilitated proposal kickoff calls, team touchpoints, and review sessions to drive progress and maintain schedules.
- Developed high-quality PowerPoint presentations for client proposals, showcasing strategies.
- Managed and maintained proposal content management systems and libraries, ensuring document accuracy and accessibility.
- Provided administrative support, including scheduling, document management, and maintaining records of proposals and lessons learned.
- Organized and computerized databases, maintained accurate records, and handling confidential information with a high level of attention to detail and security.

## Additional Education

### Bachelor of Biology

University, Iran

Jan 2010 to Jan 2014