

SAMANTHA ST-GERMAIN

Front-end Web Developer

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📍 Montreal, QC

SUMMARY

I'm a zealous front-end developer specializing in JavaScript, React, CSS, and HTML. My portfolio reflects my expertise in creating seamless user experiences through collaborative project work. With a passion for both aesthetics and functionality, I'm eager to connect with fellow professionals. In my spare time, I'm an aspiring skateboarder, adding a touch of adventure to my pursuits.

PROJECTS

Project 1

Custom Description

Project 2

Custom Description

Project 3

Custom Description

EXPERIENCE

Office Administrator

[Insituform Technologies](#) 📅 03/2023 - Present 📍 Montreal, QC

Company Description

- Managed and processed complex Process Work Orders using JD Edwards, showcasing meticulous attention to detail and contributing to the accurate execution of manufacturing processes.
- Collaborated closely with the Plant manager in maintaining optimal stock levels and placing orders for necessary supplies, minimizing production interruptions and ensuring smooth operations within the manufacturing facility.
- Assisted in conducting monthly cycle counts with exceptional accuracy, contributing to improved inventory accuracy and supporting the overall integrity of the manufacturing process.
- Managed the procurement, organization, and maintenance of office supplies and equipment, contributing to a well-equipped and

Assistant Office Administrator

[Sir Wilfrid Laurier Secondary School](#)

📅 10/2019 - 03/2023 📍 Ottawa, ON

Company Description

- Handled high-volume registration periods, maintaining a welcoming and accommodating atmosphere for students and parents, and ensuring a positive experience during the enrollment process.
- Played a pivotal role in improving communication between the school and prospective students' families during school tours, resulting in increased student enrollment and a boost in the school's reputation.
- Demonstrated exceptional organizational skills in managing administrative tasks, allowing for a smooth workflow and seamless coordination among various departments.

SKILLS

JavaScript	React	HTML	CSS
Git & Github	Responsive Design		
Web Accessibility	Responsive Design		
SASS	Firebase	Netlify	

EXPERIENCE

Lead Skating Instructor

📅 01/2014 - 09/2020 📍 Ottawa, ON

Short summary of your work

- Organized and led comprehensive training sessions for a team of instructors, enhancing their teaching techniques and ensuring consistent and high-quality instruction for all students.
- Designed and developed comprehensive lesson plans that catered to various skill levels, providing instructors with structured guidelines to deliver engaging and progressive skating sessions, resulting in improved student retention and skill development.
- Maintained meticulous and up-to-date records of each child's skating skills and progress, enabling personalized instruction and allowing parents to stay informed about their child's development throughout the skating term.
- Skillfully compiled comprehensive report cards for each child at the end of the skating term, communicating their achievements and growth to both students and parents, fostering a sense of accomplishment and motivation to continue skating.

EDUCATION

Web Development Immersive Certificate

[Juno College of Technology, Toronto, ON](#)

📅 2023

- Juno is a Private Career College located in downtown Toronto that runs 34-week part-time bootcamps to train web developers on the most up-to-date skills, including HTML5, CSS3, responsive design, JavaScript, jQuery, APIs and Wordpress