

## JOSIANE SOUZA

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[github.com/Souza-Josiane](https://github.com/Souza-Josiane)

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### CAREER OBJECTIVE

Aspiring Computer Programming student with a strong track record of adaptability in both independent and collaborative settings, dedicated to achieving top-notch outcomes. Actively seeking a Co-op position at a prestigious company for May to August 2024 to leverage my adaptability, proficiency in computer programming, and passion for continuous learning, while delivering outstanding results.

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### SKILLS

- **Develops:** Proficient in Java with ongoing learning in JavaFX, and Familiar with Model-View-Controller (MVC)
- **Programs:** Programs in JavaScript, creating engaging user interfaces for web applications.
- **Designs:** Designs dynamic websites using HTML, CSS, and JavaScript to enhance user experiences.
- **Optimizes:** Optimizes website performance through advanced CSS techniques and efficient coding practices.
- **Supports:** Supports colleagues by providing technical assistance and guidance in challenging situations.
- **Collaborates:** Collaborates proactively within workgroups, fostering a positive and cooperative team environment.
- **Adapts:** Adapts rapidly to new technologies and environments, maintaining a high level of flexibility.
- **Professional Integrity:** Committed to the highest ethical standards and integrity in the workplace, maintaining the trust of colleagues and clients.

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### EDUCATION

#### **Diploma - Computer Programming**

Georgian at ILAC College, Toronto, ON

May 2023 – Expected Graduation Date December 2024

#### **Bachelor's in accounting**

Universidade Estácio de Sá, São Paulo/Brazil

August 2016 – July 2020

#### **Computer Technician**

ETEC - Escola Técnica Estadual De São Paulo, São Paulo/Brazil

August 2014 – December 2015

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## WORK EXPERIENCE

### Accounting Analyst

**Simplificador Administração, São Paulo, SP/Brazil**

March 2020 - March 2023

- Conducted accurate compilation and critical analysis of financial statements, ensuring compliance with accounting principles.
- Recorded financial transactions meticulously, including accounts payable, accounts receivable, and payroll records, maintaining the integrity of accounting records.
- Provided guidance and support to clients on accounting matters, interpreting regulations, policies, and procedures to optimize financial processes.

### Accounting Internship

**Simplificador Administração, São Paulo, SP/Brazil**

March 2019 – February 2020

- Recorded financial transactions, including accounts payable, accounts receivable, and payroll records, ensuring accurate ledger entries.
- Prepared and submitted tax returns, ensuring compliance with tax obligations, and maximizing tax benefits.
- Maintained organized and up-to-date records of all financial transactions and related documentation.

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## CERTIFICATES

- Worker Health and Safety Awareness in 4 Steps Certificate – issued by Ministry of Labour, Immigration, Training and Skills Development June 2023.
- Accessibility for Ontarians with Disabilities Act Certificate – issued by AODA June 2023.
- Hands-On Introduction: Java – Certificate – issued by LinkedIn Learning.