

WEFQI A. ODEH

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HIGHLIGHTS OF QUALIFICATIONS

- Managed a team with different skill sets in a fast-paced environment to efficiently complete tasks
- 3+ years of management experience
- Conflict resolution and problem-solving skills gained from 6+ years of customer service work
- Solid organizational and project management skills; ability to resolve issues through completion
- Leadership, and team-work skills developed in different establishments that prove an ability of being able to learn quickly and effectively

SUMMARY OF TECHNICAL QUALIFICATIONS

OPERATING SYSTEMS:

- Windows, iOS

NETWORKING:

- LAN, WAN, Wireless, Cisco Networking Academy

LANGUAGES:

- C#, Python

WEB:

- HTML, HTML5, CSS, JavaScript, .NET

APPLICATIONS:

- Visual Studio Code, Visual Studio 2022, GitHub, Wireshark, Google Docs, Excel

HARDWARE/SYSTEMS:

- PC, Mac

EDUCATION

Bachelor of Science in Computer Science
Lewis University, Romeoville, IL

Expected: May 2023
GPA: 3.8/4.0

PROJECTS

Wordie (Python App): Programming Fundamentals Project at Lewis University

- Developed a clone of the popular New York Times game, Wordle, using Python. This utilized important features such as list, dictionaries, and functions. Demonstrates how modern trends can be effective and informative ways to learn programming.

Delivery Driver Program (Personal Project):

- Created a program in C# with an active user interface that can store data about a customers order and register it to a driver and creates an order receipt at the end. Mimics a current system at a restaurant that I currently work at and works as effectively.

EXPERIENCE

Data Operator

June 2022 – Present

Custom Data Processing, Lemont, IL

- Execute jobs to process data for multiple clients across the United States.
- Generate reports for clients and faculty members.
- Worked with multiple people to create and maintain company records.
- Resolve client issues and maintain professional environment

Assistant Manager

November 2016 – Present

Di Nico's Pizza, Berwyn, IL

- Resolved customer service issues in a professional and efficient manner.
- Managed multiple call-in orders while communicating with front team and helping in the back with tasks such as cooking and preparations.
- Helped create employee schedules utilizing excel and creating shipments for suppliers.

Pharmacy Technician

September 2018 – March 2019

Evergreen Park Pharmacy, Evergreen, IL

- Trained new technicians in proper handling of customer medications and organization.
- Handled multiple delivery prescriptions while also filling walk-in orders.
- Managed inventories and created shipment orders with pharmacist approval
- Resolved customer complaints to ensure satisfaction and generate repeat customers

Cashier

August 2016 – May 2017

Sears, Orland Park, IL

- Handled customer transactions, returns, and exchanges.
- Generated sales for the business and maintained friendly relations with multiple customers.

HONORS AND AWARDS

- Dean's List, Lewis University, five semesters
- Best Delivery Driver, Di Nico's Pizza

LEADERSHIP, AND VOLUNTEER EXPERIENCE

- Over 20 volunteer hours at Orland Park Mosque Foundation. 2018
- Multiple leadership and employee awards from Di Nico's Pizza

LANGUAGE SKILLS

- Fluent in Arabic