

AMY CHANG



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Barataria, San Juan

SUMMARY

Driven Junior Recoveries and Credit Administrator with a BSc in Computer Science, pursuing a career in data analysis. Proficient in technical and analytical skills, with a track record of enhancing operational efficiency.

ACHIEVEMENTS

- CAPE Computer Science Unit 2 Regional Merit List - 1st Place (Sept 2020)
- Dean's Honour Roll - University of the West Indies (2020/2021)
- National Bursary Award (Sept 2021)

NON-TECHNICAL SKILLS

- Strong attention to detail
- Time management
- Organizational skills
- Public Speaking

VOLUNTEER EXPERIENCE

- Private Information Technology Tutor
- First Citizens' Sustainable Minds Youth Volunteer 2023

LANGUAGES

English

French

REFERENCES

Cynthia Cudjoe
(868) 737 - 2195 | cynthia.cudjoe@sta.uwi.edu

Nadia Chatar-Sinanan
(868) 735 - 8927 | nscheesecake@yahoo.com



TECHNICAL SKILLS

- Programming: C++, C, Python, Java, Javascript, HTML, CSS, SQL
- Software/Tools: MS Excel, MS Word, MS Access, MS Powerpoint, Google Sheets, Canva, Notion, Git & GitHub
- Web Development: Wix, WordPress
- Typing Speed: 70 WPM

EDUCATION & CERTIFICATIONS

BSc. Computer Science (Upper Second Class Honours)

University of the West Indies, St. Augustine
Sept 2020 - Dec 2023

Relevant Coursework:

- Software Engineering I & II
- Algorithms
- Data Structures
- Enterprise Database Systems

Certifications:

- Introduction to Data Science (IBM, ongoing)
- Web Scraping with Python (MyGreatLearning, July 2024)

WORK EXPERIENCE

Junior Recoveries & Credit Administrator

Fidelity Finance & Leasing Company Ltd, The Maritime Financial Group, Barataria
June 2024 - Present

- Reduced arrears clients by 20% in July to August 2024
- Provided pay-off figures and non-indebtedness letters, receiving commendations from clients for prompt and exceptional service.
- Handled audit responses and credit inquiries efficiently, ensuring accurate and timely information delivery to clients and auditors.

Summer Intern

RHAND Credit Union, Arima
Jul 2023 - Aug 2023

- Organised physical filing system and created new files for members, improving record accuracy.
- Verified client information using the company's system