Lovya Bajaj

📞 +61 474 090 487 | ✉ blovya@gmail.com | 🔗 LinkedIn | ⬤ GitHub | 🌐 Portfolio

_____

PROFILE:
Dedicated and organised third-year Bachelor of Information Technology student with passion for technology and learning. Hands-on-skills in programming, managing databases, and good knowledge about cybersecurity. Experience with web development and IT system management. Good at analyzing data and managing projects. Always eager to learn and ready to tackle new challenges!

_____

EDUCATION:

Edith Cowan University, Joondalup Western Australia
Bachelor of Information Technology (2023-2025)
Relevant Units:
- Database Management (MySQL)
- Web Development (HTML, CSS, PHP, JavaScript)
- Programming Principles (Python)
- Data Analysis and Visualization (R and R Studio)
- Computer Security and Enterprise Governance
- Scripting Languages (Linux)
- Networking Technologies
- Cyber Security
- Project Management

_____

PROJECTS:

2024 (University Project)
Data Visualisation and Cleaning

- Demonstrated strong analytical skills by executing exploratory data analysis to understand the structure and characteristics of the dataset.
- Implemented data cleaning and visualisation techniques to address issues such as invalid incorrect categories/values for categorical variables and outliers in continuous/numeric variables.
- Created a biplot visualizing PC1 and PC2 to efficiently convey insights and spot trends that differentiate between normal and malicious events. This allowed for the development of suggestions for improving cyber security.

2023 (University Project)
Web Development (Database-Driven Website)

- Plan and developed a database-driven website with separate login forms for volunteer and organizers.
- Implemented registration and login functionality, ensuring data integrity and security.
- Created dynamic interfaces for volunteers to manage their time slots and for organizers to allocate tasks efficiently.
- Learned PHP and JavaScript for enhancing user interaction and database connection.
- Demonstrated problem-solving skills to address user situations and ensure a great website experience.
- Effectively communicated ideas, divided responsibilities, and resolved issues with my group partner for successful project completion.

2022 (University Project)
Information Security Management and Proposal

- Demonstrated leadership skills by leading a group and collaborating with team members to create a thorough proposal addressing the requirements outlined in a hypothetical company's proposal.
- Conducted an IT security risk assessment, identifying assets, threats, and vulnerabilities and prioritizing them to address the significant risks to the business. Carried out Weighted factor analysis (WFA) to prioritize business assets.
- Demonstrated management and documentation skills by creating a Work Breakdown Structure (WBS) to organize the project's tasks, offering a clear picture of proposed work, and assuring client understanding of recommended solutions.
- Showed good understanding of industry standards, benchmarks and best practices and compliance with information security laws throughout the document.

_____

SKILLS SUMMARY:

IT Software skills

- HTML, CSS, JAVASCRIPT, PHP, C/C++
- Python Programming Language (IDLE)
- Linux as a scripting Language.
- Cyber security – Microsoft Azure Kali Linux
- MS Word, MS EXCEL while developing assessments in university.
- MS Project – Gantt Chart for Project Management
- Network – CISCO packet tracer, Wireshark.
- System Analysis – MySQL database.
- Data Visualisation (R and RStudio)
- MS PowerPoint for presentations
- Visual Studio Code

Soft skills

- Strong technical communication skills denoted with the help of working on various group projects over last 2 years which involved more of acquiring help from senior developers to move further with it.
- Actively listened to the opinions and thoughts of other team members throughout meetings.
- Arriving to Australia which created a benchmark for improving my communication skills which would include getting employed in a front-end based job that particularly needed interacting with customers and managing those skills while interacting to diverse range of people.
- Highly adaptable to change in surroundings. Moving to Australia from a different country made me learn how to adapt to new surroundings when there were entirely new people with different language and diverse cultures.
- Have always been amazed by logics, mind games and mathematics which enhanced my problem-solving ability.

Technical Skills
- Wrote my first code in high school as a hobby and self-learnt python watching several videos and using sources online.
- Well-developed programs while assessing unit named Programming Principles in the first semester that extended my knowledge towards Python.
- Several other units like Scripting languages, machines learning, and web development enhanced my practical knowledge of applying programming languages.

- Researching from national reports and websites was enhanced by studying units Cyber Security, Enterprise Security and Governance, IT System Management, and Artificial Intelligence. These units pushed me to think out of the box which developed my knowledge regarding international platforms hence reports like ACS, ISO standards and many others.
- Managing and completing projects before the final deadline taught me time management. Learned managing projects and timelines Project Management unit.

OTHER EMPLOYMENT:

Camp Australia | Joondalup Primary School | (April 2022 – Current)
Educator
Key responsibilities:
- Supervised children, ensuring safety and engagement.
- Demonstrated teamwork when needed with runners and autistic children.
- Planned and led age-appropriate activities and science experiments for children to keep them engaged.
- Assisted with homework and provided academic support.
- Enhanced interpersonal and organizational skills by managing service documents and keeping them up to date.
- Helped co-ordinator with technical problems when using laptops, tablets, and printers.
- Cultivated effective communication skills by talking to parents and explaining how their child's day went.

Silk Hospitality | The Westin Perth, Perth City | (June 2022 – December 2022)
Office-Coordinator
Key responsibilities:
- Maintained records of cleaned room, dirty rooms, and allocated rooms.
- Used Opera Property Management System (PMS) software for allocating rooms for cleaning, creating boards for the room attendants and interacting with front-desk on available rooms.
- Collaborated with front-desk department for meeting timelines for room availability, managing guests requests and complaints.
- Communicated effectively with team members for fulfilling the requests coming from front-desk.

IGA Candlewood | Joondalup, Western Australia | (March 2022 – June 2022)
Customer Representative
Key responsibilities:
- Provide a wonderful customer service in which I scanned all the products customers would purchase using minicomputers that provided me with some verbal experience on how to communicate well with people in Australia.
- Besides that, I was assigned some tasks like filling the fridge, ensuring the cleanliness of the counter and the store as I oversaw front-end part. In addition to that, keeping an eye to the everyday specials, late week specials were also a task but somewhat interesting which introduced to me some new experience every time.
- This job extends my interest towards IT every time as it involves teamwork and great communication skills.

PROFESSIONAL DEVELOPMENT:

Generative AI vs. Traditional AI   February 2024
LinkedIn Learning

INDUSTRY PARTICIPATION:

Participation in TCS CodeVita 11

ADDITIONAL INFORMATION:

- Working With Child Check
- First Aid Certificate
- National Police Clearance
- Vaccinations/Immunisations: All three Covid vaccinations

REFEREES:

Available on request from:

Bree Parry
Coordinator
Camp-Australia, Joondalup

Ian McCullagh
Educator
Camp-Australia, Joondalup

Talwinder Singh
2-IC
Silk Hospitality (Not current job)