Chhavi Garg

Surrey, BC

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Education

Douglas College, New Westminster, BC   expected graduation Fall 2022
Computer Studies and Information Systems: Diploma

- Program Structure and Design Developed skills in different aspects of the problem-solving and programming process including analyzing requirements, designing solutions, coding, testing, and writing documentation with emphasis on structured programming and modular design techniques.

- Operating Systems Principles and Applications
  Examined common multi-user, multi-tasking operating systems such as Windows, UNIX, and Linux. Also, studied the internal structures and operating principles common to all computer operating systems including processes, threads, memory management, file systems, and input/output systems.

- Computer Hardware and Software
  Studied the general architecture of the computer and examined hardware components such as microprocessors, memory, motherboards, expansion buses, I/O devices, etcetera.

Academic Coursework

- Marketing: Created a market analysis based on a given product with different strategies.
- Database: Created a Database system with a group for airlines capable of carrying both cargo and passengers together. Got appreciation from the instructor for creating such an efficient project.
- Systems Analysis & Design: Elaborated presentation about a given topic: Security threats and measures in information systems.

TECHNICAL SKILLS

Web Application Development
- Applied the client-server model, internet protocols, domain names and URLs, websites and web hosting and used HTML, CSS, JavaScript, and XML for designing web pages.
- Got full marks in almost all the college assignments of web development.

Object-Oriented Programming
- Developed projects using class definition, objects, object interaction, inheritance, polymorphism, interface, abstract classes, and exception handling.
- Designed a mathematical calculator to perform complex calculations of arithmetic.

Networking Technologies
- Built local area networks with routers and switches and implemented internet protocol (IP) addressing schemes.
- Learned the fundamental architecture, functions, and components of computer networks.

Work Experience

Hatch   Jan2022 – Aug2022 (8 months)

- Provide technical support to clients and prepare local guidelines, procedures, reports, and documents.
- Install, maintain, support, and troubleshoot public interface devices, such as web sites, software applications used by designers and engineers and other software on multiple platforms.
- Support backup and recovery processes and procedures for the computing environment.
- Ensure that the security policies, standards, and procedures are followed and understood.
- Administer and issue user ID's, SAP user profiles and security passwords for new hires and re-hires in the agency.
- Assess the impact of hardware and software changes on the computing environment and identifying IT procurement requirements.

Fulfilment Associate   October 2020 – Jan2022 (1 Year)

- Deliver excellence in service in a fast-paced online retail work environment.
- Responsible for carrying out an array of duties such as receiving and processing incoming stock and materials
- Supervise the packing and shipping of orders.

Interests

- Enjoy taking photographs, with an eye for creativity and detail.
- Technology: I am constantly watching new devices development, learning front-end programming as a hobby, and learning in communities across internet (forums, discord, telegram...).
- Love to play chess and badminton.
- Create vlogs on travel and adventure.

-References available on demand