

## **DOUGLAS KEN RAYMOND**

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**Website:** <https://douglas-raymond.github.io/> | **GitHub:** <https://github.com/douglas-raymond> | **LinkedIn:** <https://ca.linkedin.com/in/douglaskenraymond>

### **Education**

**Bachelor of Computer Science, Major** (Degree issued Feb 15<sup>th</sup>) (2012 – 2018)

Carleton University, Ottawa, Ontario, Canada

**Cambridge International AS levels / Cambridge IGCSE** (2012/2010)

Cambridge International School, Dubai, UAE

### **Computer Based Skills:**

- Software Development
- Can program proficiently in Java, C, C++ (acquired through the completion of several group & individual projects.)
- MS Access & SQL database creation, design, querying & reporting
- Advanced Excel knowledge / pivot table & graphic visualization techniques
- Infographic creation & interpretation
- Comfortable with Windows/Linux OS environment including MS Office package
- Hardware/ Network troubleshooting

### **General Skills:**

- Proficient knowledge of Retail operations & Stock Management
- Time Management, Communication Skills, Leadership qualities, Team skills

### **Work Experience**

**Material Handler** (2018-Present)

XPO Logistics Ottawa

#### **Roles and Responsibilities:**

- Verifying pieces and piece count of orders received from IKEA
- Creating tags for verified orders
- Loading trucks with product either for delivery directly to customers or to different warehouses to be stored for later delivery
- Routing deliveries for trucks based on proximity
- Preparing manifests and documenting the transportation of product

**Sales Advisor** (2018-2018)

Club Demonstration Services (Costco) Ottawa

#### **Roles and Responsibilities:**

- Educated customers on product specifications, explaining usage and recommended quantity
- Outline key product benefits and USPs
- Maintain a clean environment to prepare and serve products

**Market Research Interviewer****(2016-2017)****Elemental Data Collection Inc. Ottawa****Roles and Responsibilities:**

- Conducted computer based interviews over the telephone with a wide variety of North Americans
- Followed project specifications with a high level of accuracy and integrity
- Maintained company dialing standard
- Ensured confidentiality of all collected data
- Exercised courtesy and professionalism to all respondents
- Performed other duties as assigned by management

**Archives Clerk****(2012-2015)****Philrays International, Dubai****Roles and Responsibilities:**

- Assisted in Website development
- Database Management
- Stock Management & Delivery on daily basis to two "feetlab" stores (The Dubai Mall & The City Centre outlets)
- Cash collection & bank depositing, monitoring cash sales & cash float at both stores.

**Projects****Proposed design for an Electric-Assist Bicycle****(2013)**

- Delivered weekly presentations & produced several reports outlining the physical limitations & requirements for an ideal Electric Assist Bicycle.
- Worked in a group specialized in body design, shape & size, interior adaptability, materials for the outer shell & electrical housing, frame dimensions & a locking mechanism.
- Collaborated with a group of 25+ engineering students.

**Awards and Specifications**

- Completed "Workplace Hazardous Material" Information Session and "Work Smart" safety training - Carleton University.