**Md Foysal Al Minhaz**

514 Ocean PKWY Apt. 2A • Brooklyn, NY 11218 • (347) 987 5729• foysal.minhaz@gmail.com

**EDUCATION** Medgar Evers College, City University of New York –Brooklyn, NY

**B.S. in Science - Computer Science,**  *05/2021(Expected graduation date)*

Coursework: Analysis of Algorithm, Object-Oriented Programming, Data Structures, Unix Systems Program, Database systems, Network Programming, Programming language Paradigm, Computer and Network security, Computer Architecture.

**SKILLS**

* Installation and troubleshooting of hardware and software.
* Set-up of networks and devices.
* Proficient with Windows Operating Systems and Mac OS.
* JavaScript, HTML, CSS, Python, C++, SQL, Java.
* Adobe Illustrator and Photoshop.

**EXPERIENCE**

*Tech Intern: Research Foundation of the City University of New York 3/2017-3/2018*

* Troubleshot Windows and Mac computers as well as tablets, iPads, and Chromebook, and smart boards
* Install new computer hardware and software
* Connect computers, tablets, iPads, Chromebooks to printers, LANs, and Wi-Fi
* Conduct school asset inventory and record any missing equipment in school log

*Pharmacy Technician:* MBG Pharmacy **–**Brooklyn, NY *1/2017-04/2017*

* Support health care providers and patients by greeting them in person and by phone; answering questions and requests; referring inquiries to the pharmacist.
* Maintain a safe and clean work area by complying with pharmacy procedures.
* Conduct regular inventory of pharmaceutical stock and removing outdated drugs.

*Crew Member:* Dunkin’ Donuts –Brooklyn, NY *11/2016- 12/2017*

* Perform food production duties and serve customers at the cash register.
* Ensure operations excellence by adhering to the systems and standards of the store.
* Maintaining clean and organized workstation and ensuring a clean guest area.
* Work in a team environment and communicate effectively with managers and coworkers.

*Sales Associate:* Downtown Newsstand & Lotto Inc. –Brooklyn, NY *5/2016 -12/2016*

* Successfully manage processing transactions during sales events averaging over 300 customers.
* Assumed responsibility for setting up and managing store displays to optimize sales.
* Managed store inventory and made suggestions that saved the company money.

*Sales Associate:* Palm Jewelers Corp. –Brooklyn, NY *10/2014 -06/2017*

* Successfully manage processing transactions during sales events averaging over 200 customers.
* Assumed responsibility for setting up and managing store displays to optimize sales.
* Helped company to design sales flyers and posters by taking good pictures of products and design for the poster.

*Computer Laboratory Assistant*: Feni G A Academy -Feni, Bangladesh  *6/2011-6/2014*

* Helped struggling students to improve their critical thinking and problem-solving skills and also taught students basic computer skills.
* Performed administrative and office support and record keeping and Prepared course materials such as homework, assignments, and handouts.

**CIVIC ENGAGEMENT**

*Poll Worker/Clerk:* New York Board of Elections -Brooklyn, NY *11/2016*