Samir Gandhi

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PROFESSIONAL SUMMARY

Enthusiastic future software developer interested in data structures and software design, eager to learn new programing languages, contribute to team success through hard work, communication, teamwork, and excellent organizational skills. Additionally, has a clear understanding of Java, html, CSS and the software life cycle. Motivated to learn, grow and excel in the tech industry.

EDUCATION

York University
Toronto, ON • Expected in 04/2024

Bachelor of Arts : Computer Science

Louise Arbour Secondary School
Brampton, ON • 06/2020

High School Diploma

SKILLS

- Proficient in Java, HTML, JS, CSS, C
- Strong Computer Science Fundamentals
- Internet and web site management
- Familiar with Software Development Life Cycle
- General knowledge in MYSQL, python, React
- Attention to detail and Accuracy

WORK HISTORY

SportChek - **Cashier**
Brampton, ON • 09/2019 - Current

- Helped customers complete purchases, locate items and join reward programs to promote loyalty, satisfaction and sales numbers.
- Used cash registers and POS systems to request and record customer orders and compute bills.
- Mentored new team members on POS system operation, customer service strategies and sales goals.
- Maintained current knowledge of store promotions and highlighted sales to customers.
- Maintained customer satisfaction with forward-thinking strategies focused on addressing customer needs and resolving concerns.
- Provided primary customer support to internal and external customers in fast-paced environment.
- Communicated with customers, management and sales team to better understand customer needs and recommend appropriate solutions.

Walmart - **Produce Associate**
Brampton, ON • 09/2018 - 09/2019

- Maintained current knowledge of shelf planograms and end cap plans to effectively merchandise products.
- Checked product shelves to review for proper price labels and handled price changes when requested by

SKILLS

- Computer-aided support
- Advanced computer proficiency (both PC and Mac)
- Proficient in Photoshop
- POS Systems
- Customer assistance
- Point of Sale Knowledge
- Product and Service Sales
- Inventory management
- Proficient in Microsoft Office
- Customer Relations
- Time management skills
- Sales expertise
- Staff Training
- Computer-aided support
- AV Setups
- Email applications
- Problem Solving
- Teamwork
- Communication

VOLUNTEER EXPERIENCE

Kortright Centre - Outdoor Summer Camp Adventure Volunteer
06/2016

The Toronto Star Santa Clause Fund - Gift delivery
12/2016

NDP Office – Gurratan Singh
06/2018

management.
- Stayed current on available products, store promotions and customer service policies to better shoppers.
- Assisted customers with price checking fruits and vegetables and finding requested items in department.
- Pleasantly greeted customers and provided prompt and courteous service at all times.

AKG Legal Services - Administrative Assistant
Brampton, ON • 01/2019 - 06/2019

- Developed administrative processes to achieve organizational objectives and improve office efficiency.
- Entered invoice data into company database and updated details, including customer contacts and delivery dates to keep information current.
- collected, organized, reviewed, and verified information/data through review of files and reports
- Supported attorneys in multiple practice groups with clerical and bookkeeping needs.
- Helped draft, edit and transmit legal documentation such as motions and letters.
- Coordinated correspondence between attorneys and clients for active cases and other matters.
- Managed high volume of phone calls and coordinated well-organized appointment schedules.
- Managed and updated contact database for 50+ clients.
- Filed pleadings and required paperwork with court clerk according to strict deadlines.
- Maintained knowledge on case status, reviewing relevant records and reporting back to clients.
- Plan, organize, coordinate, and manage daily assigned work.

Personal Projects

- Created a html website for a local Baking Company where I used content management systems and coding to refresh and update web sites.
- Created a mock banking application using java and android studio

https://github.com/gandhi-samir/projects