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## GURSHEEN CHAWLA, MCA

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### IT PROFESSIONAL

Web Development | Cyber Security Frameworks | Software Operations & Testing | Technical Support  
Data Organization | Research & Analysis | Technical Writing | ISO Standards & Privacy Applications

*Junior Web Developer with hands-on experience in developing the frontend or backend. 2+ years of background in technical support and client service within a B2B setting. Earned a certificate in Web Development and currently completing the Advanced Information and Cyber Security Leadership course at the University of Ottawa-PDI. Attending a 5-week practice firm training with Axiom. Working towards Scrum Certification.*

- Demonstrates sound understanding and application of digital threats in web development.
- Successfully worked in agile environments.
- Effective verbal and written communication skills; speaks English, Punjabi, and Hindi.
- Advanced proficiency in MS Office Suite (Word, Excel, PowerPoint, & Outlook), internet technologies, and social media platforms.

#### **Capstone Project (University of Ottawa – Professional Development Institute)**

**Title:** Attack Analysis on Ottawa's French School Cyber Attack 2021

**Project Outcome:** Designed an information and cyber security plan that focused on the 4 pillars of cyber security – Security, Safety, Privacy, & Technology.

#### **Capstone Project (Code Youth)**

**Title:** WordBook

**Project Outcome:** Developed a single-page application to search and bookmark words from free dictionary API. It uses the IndexedDB API and Asynchronous JavaScript to power the app.

### PROFESSIONAL EXPERIENCE

#### **Code Youth (Canada)**

October 2021 – January 2022

*(A not-for-profit organization that provides participants with free technical and soft-skills online training to help them succeed in the IT sector.)*

#### **VOLUNTEER RESEARCHER**

- Researched the application and scope of frameworks and programming languages used in web development.
- Checked and analyzed different online websites that offer courses on web design and development, gaming, and mobile development.

#### **Agsoft Solutions Private Ltd. (India)**

May 2018 – September 2020

*(Company that delivers updates and integrations beyond product subscription models for local retail outlets.)*

#### **SUPPORT SPECIALIST**

- Represented the company in various sales and support-related activities and functions.
- Handled inbound calls from clients to provide first-level technical support; troubleshoot issues remotely based on service orders or customer accounts.
- Cultivated client relations and drove retention by effectively authoring and updating technical documentation and manuals.

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**SUPPORT SPECIALIST (cont'd)**

- Collaborated with supervisors via live chat to address customer inquiries or technical issues beyond scope of expertise but ensuring consistent compliance with company standards.
- Documented and updated case notes for each client and work order based on established policies, procedures, and guidelines.

**Dhilwan International Public School – DIPS (India)**

March 2016 – October 2016

*(One of the well-recognized educational institutions for elementary and high school students in India that focuses on academic excellence, social awareness, and values formation.)***MATHEMATICS INSTRUCTOR**

- Designed curriculum and developed lesson plans; instructed over 100 students per semester.
- Distributed and posted course syllabus and answered student questions regarding course standards, learning materials, grading system, and progression/evaluation at the beginning of the semester.
- Posted periodic grades and final grade rosters in the school grading system with supporting documents according to prescribed deadlines.
- Modified instructional methods and strategies to teach students with diverse needs and learning curves.

**PRACTICE FIRM TRAINING****Axiom (Canada)**

February 2022 – Present

*(One of the leading strategic technology consulting companies that offer a comprehensive menu of services and technical solutions to support businesses across North America.)***Applied Information Technology and Security Student Trainee**

- Applies knowledge and skills in information and cyber security in an actual work setting through a trainer-led virtual platform.
- Learns practical understanding and application of cyber security tasks, internal security audits, and penetration testing in business environments.

**EDUCATION & PROFESSIONAL DEVELOPMENT****Master of Computer Applications**

2015 -2017

Lovely Professional University / India

**Bachelor of Computer Applications**

2012 -2015

Guru Nanak Dev University / India

**Systems Security Professional Essential Labs**

Learning Tree International, Ottawa | March 2022 – Present

**Advanced Information and Cyber Security Leadership Certificate**

University of Ottawa – Professional Development Institute (PDI), Ottawa | November 2021 – March 2022

**Core Courses:** Frameworks, 8 Bodies of Knowledge, Threats, SIEM, SIRT, TTX, Gap Analysis, Risk Register, ISO Standards, Privacy Applications, and Legal**Web Development Bootcamp**

Code Youth, Ottawa | December 2021 – February 2022

**Core Courses:** HTML5, CSS3, JavaScript, Bootstrap, API, DOM, Git, and Github