

Jason Liu

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EDUCATION

University of Waterloo

Waterloo, ON

Candidate for Bachelor of Applied Science in Computer Engineering, Honours, Co-op

Sept. 2022 - Present

Relevant Courses: Algorithms & Data Structures, Digital Computers, Electronic Circuits 1, Engineering Profession and Practice

TECHNICAL SKILLS

Languages: Python, C++, HTML, CSS, JavaScript

Frameworks: Bootstrap

Tools: GitHub, Git, Visual Studio Code, Microsoft Office, Excel

Operating Systems: Windows, MacOS

Misc: Able to assemble, test and troubleshoot computer hardware

EXPERIENCE

IT QA Assistant

Sept. 2023 - Dec. 2023

Ontario Ministry of Education

Toronto, ON

- Developed and implemented features and content of the EFIS 2.0 board user guide into a web page using **HTML** and **CSS**.
- Optimized web page loading using **HTML** and **JavaScript** resulting in a **95%** reduction in load times.
- Processed over **100+** user access requests and role updates in EFIS 2.0 software.
- Resolved **250+ IT-related issues** regarding the EFIS 2.0 software, resulting in a more streamlined experience for municipal, First Nations, and school board users.

Data Processor

Jan. 2023 - Apr. 2023

CHAT Insurance

Markham, ON

- Organized **10+ loss run reports** in **excel**, assigning producer codes to existing insurance policies.
- Processed and used critical thinking to match insurance premiums for **60+ policy changes, renewals, applications** and cancellations to upload to insurance companies.
- Provided **administrative support** to brokers to resolve client issues such as declined/missing credit card information or missing files.
- Troubleshooted and configured company VPN connection**; fixed error "Cannot allocate TUN/TAP dev dynamically, allowing for remote access to Power Broker software for employees.

Youth Carrier

Mar. 2019 - Jan. 2020

Metroland Media

Markham, ON

- Demonstrated self-discipline, organizational and time management skills by consistently packaging and delivering newspapers and flyers to **80 houses per week** in the community.

PROJECTS

Geesespotter | C++, Visual Studio Code

Nov. 2022

- Programmed a game in **C++** based off **Minesweeper** using **bitwise** and **bitshift** operations.

Gaming PC Project

Dec. 2020

- Successfully assembled a functional personal computer.
- Troubleshooted and **debugged a RAM dimm slot** issue that caused the PC to not boot.
- Installed, configured and **optimized windows** for best performance.
- Tested hardware capabilities and **overclocked RAM and GPU**.

AWARDS

- Ontario Scholar** - 95% avg. (2022) | **Honour Roll** (2018 - 2022) | **Standard First Aid with CPR-C from Lifesaving Society** (2020) | **Standard First Aid with CPR-C from Lifesaving Society** (2019) | **First Class Honours Level 8 Piano** from The Royal Conservatory of Music (2019) | **Chief Scout Award** (2018) | **Taekwondo 1st Poom Grade/1st Degree Black Belt** (2018)