

## Jasmine Lamoureux

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## Experience

### Canada Life – Technical Support Assistant

2017 - 2018

- Updated internal Canada life site using Adobe Dreamweaver
- Customized and personalized claim forms for companies
- Investigated and authorized drug supplies

### Arts & Technology Centre – Web Designer

2016

- Scheduled meetings with company to discuss custom website
- Designed and developed a website with team members using WordPress

### Vital Statistics Agency – Registration Unit Clerk

2015

- Filed and interfiled records accurately
- Received and sent out mail maintaining strictest confidentiality

## Education

### Robertson College – Full Stack Web Developer Diploma

2021

### Arts & Technology Centre – New Media & Design Certificate

2016

### Arts & Technology Centre – Administration Assistant Certificate

2015

### Collège Louis-Riel – High School Diploma

2015

## Skills and Abilities

- Typing speed of 60wpm
- 10 Key Calculator speed of 200spm
- Bilingual in French and English
- Advanced in all MS Office Suites
- Knowledgeable in BEN Registry and SAP (Data Entry)
- HTML, CSS/SCSS, JS, SQL, React

## References

Available upon request