

Work Experience

Enterprise Application Specialist

2017 - 2018

Major Drilling Group International Inc.

Moncton, New Brunswick

- Managed and supported the company's ERP system (Sage 300) with close to 50 databases accessed by about 200 global users across 15 countries
- Maintained legacy VBA macros for automation processes
- Led support activities in resolving service issues, including SQL Server data extraction and SSRS reports
- Administered application security regarding user permissions and access rights
- Worked on projects relating to new module implementations and upgrades
- Collaborated with infrastructure administrators to design and execute disaster recovery plans for global users
- Coordinated audit requests with internal and external auditors
- Adhered to project management practices and change control process

Accounts Payable Clerk

2015 - 2017

Midland Transport Ltd.

Dieppe, New Brunswick

- Processed invoices utilizing various Excel formulas and macros
- Analyzed monthly financial statements to ensure record accuracy and completeness
- Worked on efficiency improvement by researching and implementing automation processes
- Coordinated with IT Department in resolving system issues
- Provided technical training and support to internal customers

Junior Accountant

2014 - 2015

Barter & Associates

Riverview, New Brunswick

- Communicated with clients to understand their needs
- Accommodated clients' inquiries by providing informative business solutions
- Resolved numerous issues in financial records by investigating discrepancies and making appropriate adjustments
- Troubleshooted hardware and software technical issues

Technical Skills

- **Working knowledge:** HTML, CSS, JavaScript, jQuery, SQL, Java, PHP
- **Expected to complete:** Java (mobile), C#, ASP.NET Core
- **Development tools:** Visual Studio Code, Azure Data Studio, SQL Server Management Studio, Git, GitHub, Command-line Interface (general)
- **Platforms:** Windows, Linux, macOS

Soft Skills

- Passionate about technology, specifically software
- Excellent capability and willingness to learn
- Strong analytical and problem-solving skills
- Solid communication and organizational skills
- Good collaboration and teamwork skills

Education

Diploma, Web & Mobile Development

2018 - 2019 (expected)

Oulton College

Moncton, New Brunswick

Diploma, Business Administration - Accounting

2012 - 2014

New Brunswick Community College

Moncton, New Brunswick