

KHADIJA MOHAMMED

Toronto, ON | khdmmhmed@gmail.com | 647-780-5263

HIGHLIGHT OF QUALIFICATIONS

- Third-year Information Technology student with a strong academic and practical foundation in IT governance, risk, and compliance (GRC)
- Demonstrated experience in data analysis and reporting, with strong attention to detail
- Proficient in Microsoft Excel, Google Workspace, and tools used for documentation and compliance tracking
- Technical programming experience in Java, Python, and SQL
- Excellent written and verbal communication skills; able to synthesize technical findings into clear, actionable insights
- Collaborative team player with a growth mindset and a passion for promoting secure, compliant, and inclusive digital environments

EDUCATION

Specialized Honours Bachelor of Arts in Information Technology | 2022 – expected graduation 2027
York University, Toronto, ON

Professional Certificate, Information Technology Auditing and Assurance | 2024 – expected graduation 2027
York University, Toronto, ON

RELEVANT EXPERIENCE

Leading to Reading Site Monitor | December 2022 – March 2024

Toronto Public Library, Toronto, ON

- Collected, monitored, and analyzed program data using Microsoft Excel to identify usage trends, anomalies, and areas of improvement, demonstrating early experience in data analysis and issue detection
- Compiled and maintained accurate weekly documentation for 30+ program sessions, emphasizing clarity and consistency
- Designed and facilitated structured activities for children aged 6–12, reinforcing a collaborative, safe, and policy-compliant environment that reflects strong communication and team coordination skills

Computer Science Summer Institute Scholar | July 2022 – August 2022

Google, Toronto, ON

- Strengthened programming skills through intensive daily coding sessions, building a solid foundation in secure, efficient, and scalable software development practices
- Collaborated with a cohort of 50+ students to design and deliver weekly tech solutions, applying theoretical knowledge to practical challenges in an agile environment
- Participated in equity and inclusion workshops that emphasized responsible tech development and user-centered design
- Built strong working relationships with Google engineers and peers, demonstrating clear communication, collaboration, and adaptability within high-performing, cross-functional teams

STEMing UP Program Participant | July 2021 – August 2021

hErVOLUTION, Toronto, ON

- Strengthened Python programming skills for web development, focusing on data-driven problem-solving and user-centered design
- Collaborated with Shopify storefronts to assess and enhance user experiences, applying data insights to support continuous improvement and innovation
- Delivered business pitch presentations to a panel of 5 industry professionals, demonstrating clear communication, critical thinking, and the ability to convey technical findings to diverse audiences