

KRISH PRABHAKAR

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I am a 3rd year computer science student interested in mobile application development. Experienced in managing documents, inputting and organizing data in spreadsheets, and building formulas in spreadsheet software. I am a quick learner, dedicated and able to work in a fast-paced environment.

SKILLS

- Proficient with 10-key
- Form Generation
- Social Media Marketing
- Past Certification in Standard First Aid with CPR C and AED
- Microsoft Excel, Word, Outlook
- 60 WPM with 98% Accuracy

EXPERIENCE

SUMMER OF 2014

OFFICE ASSISTANT, IVBI SOFTWARE SOLUTIONS

- Maintained contacts and organized calendar based on prescribed deadlines.
- Made photocopies, scans, print-outs, shredding documents.
- Organized paper files and electronic records.

2014 – 2015

VOLUNTEER AID, PLASP

- Assisted staff and teachers to provide learning opportunities through arts and crafts and reading literature.
- Mediated arguments between a class of 20 children.

2014 – 2015

VOLUNTEER AID, FATHER MICHAEL GOETZ CATHOLIC SECONDARY SCHOOL

- Provided desktop support and troubleshooting computer issues for the computer labs.

EDUCATION

2015-2019

B.SC COMPUTER SCIENCE AND MATHEMATICS, UNIVERSITY OF TORONTO