

RAJWINDER KAUR

rajwinderrk079@gmail.com

www.linkedin.com/in/kraj17

HIGHLIGHTS OF QUALIFICATIONS

- Experience creating user interface elements using Java, JavaScript, WordPress, HTML, Bootstrap, and CSS in personal projects and school projects
- Ability to test, troubleshoot, and debug software, ensuring end-user satisfaction
- Excellent interpersonal skills with the ability to collaborate well within a team learned as a shift supervisor and logistics administrator
- Demonstrate strong problem-solving and analytical thinking skills in projects and the workplace

TECHNICAL SKILLS

Java	CSS	System Analysis
JavaScript	MYSQL	Linux/Unix
C#	PHP	Technical Writing
Python	HTML5	MS Project
.Net Framework	AS400 and Logistics Software	Microsoft Office
Software Testing	WordPress	Git and GitHub

EDUCATION

Software Development– Computer Systems Technology

2022 – Expected: April-2025

Mohawk College

Hamilton, ON

Current GPA-83%

Biotechnology Technician Diploma

2016-2018

Mohawk College

Hamilton, ON

GPA-84%

PROJECTS

September 2022 – October 2023

- Created web pages for school projects using WordPress, JavaScript, Bootstrap, HTML5, and CSS
- Tested web pages and applications using black box and grey box to detect issues/bugs
- Created school projects using languages like Java and C# (.NET Framework)
- Created simple games like Word and Number Guessing using Java, JavaScript, Bootstrap, HTML5, and CSS
- Created and reviewed technical documentation, and tested scripts using MYSQL

WORK EXPERIENCE

Product Verification Specialist (Co-op)

January 2024- August 2024

Evertz

Burlington, ON

- Utilized testing tools to systematically analyze and diagnose system logs and configurations, enabling identification of patterns and root causes of issues to support proactive troubleshooting
- Managed networking devices and configurations using command-line interfaces (CLI) and Linux commands, gaining practical skills in IP assignment, network troubleshooting, and system administration

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- Researched, installed, and configured virtualization platforms by comparing hypervisors; deployed VMs on selected platforms to evaluate performance, scalability, and stability across multiple operating systems
 - Leveraged JIRA for issue tracking and Confluence for collaborative documentation, streamlining problem-solving processes, and ensuring organized knowledge sharing on configurations and case studies
 - Compiled and analyzed data from system logs to develop comprehensive case studies and reports on customer issues, using data visualization and reporting techniques to communicate insights effectively

Shift Supervisor

June 2022 – December 2023

Tim Horton's

Burlington, ON

- Assist manager with documenting cash flow to drive key financial reporting and decision-making
- Address and resolve customer complaints while maintaining a positive guest experience
- Assist manager in creating and updating schedules
- Update, order, and maintain inventory using company standards

Logistics Administrator

November 2020 - June 2022

Evertz Microsystems Ltd.

Burlington, ON

- Coordinated, scheduled, and dispatched domestic and international orders using FedEx, UPS, Purolator, and DHL
- Prepared shipping documents (like shipping labels, invoices, customs clearing documents, and bills of lading) and provided order status to customers
- Coordinated with different departments to speed up the process of releasing products
- Maintained and updated the company's Sales Web system

Shift Supervisor

July 2018 - October 2020

Tim Horton's

Burlington, ON

- Reinforced positive hospitality behaviors with team members and supervised a team between 6-11 members
- Addressed and resolved guest complaints in a respectful way
- Provided training and mentored new team members at least 2 per shift
- Assisted the restaurant manager in recruitment and retention strategies

Team Member

August 2017 - April 2018

Tim Horton's

Burlington, ON

- Ensured orders were completed accurately and efficiently through consistent communication and teamwork skills
- Maintained a clean and safe work environment by following Tim Horton's SOPs
- Demonstrated flexibility and commitment by working various shifts (Day, Afternoon, or night) and covering last-minute shifts