

SKILLS

GENERAL SKILLS

Languages: English, French & Bulgarian
Tutoring math (online & in-home)
Customer service
Technical support

TECHNICAL SKILLS

Web: HTML, CSS, JavaScript
Programming: Java, Python
Frameworks: Bootstrap, jQuery
Tech: Git, Unix, VSCode, Eclipse, MS Office

AWARDS

Google · IT Automation with Python Professional Certificate	May 2023
UQO · UHACK Hackathon Winner	Mar. 2023
Waterloo · Canadian Senior Math Contest - Certificate of Distinction	Nov. 2022
CRLA · Regular Tutor Certificate	May 2022

EDUCATION

Heritage College · Aug. 2022 to Current

DEC Computer Science

Intensive 3-year career program designed to prepare students for the computer programming industry.

Dean's Roll for all semesters.

Heritage College · Aug. 2020 to May 2022

DEC Natural Science

Dean's Roll for all semesters.

École Secondaire Grande Rivière · Sept. 2015 to June 2020

High School Diploma

International Baccalaureate (IB) Program

EXPERIENCE

CRA

IT Infrastructure Support Analyst

Ottawa, ON
May 2023 to Aug. 2023

Tutorax

Math Tutor

May 2022 to Current

- Tutored 7 students in Math, grades 5 to 10 (communicating in French and English).
- Developed handouts, study materials and quizzes to help reinforce taught concepts.
- Taught students study skills, note-taking skills and test-taking strategies.
- Used positive reinforcement techniques to encourage and build confidence in students.

Subway

Sandwich Artist

Gatineau, QC
May 2021 to Dec. 2022

- Performed personnel activities such as supervising and training employees.
- Ensured quality customer service in a fast-paced environment.
- Worked independently in front and back of the restaurant.
- Monitored and ordered supplies and food items to maintain inventory.

Heritage College

Calculus Tutor

Gatineau, QC
Sept. 2021 to May 2022

- Tutored 4 students in Calculus II course (integral calculus).
- Developed and completed study packages with students before tests.

St-Paul's Lutheran Church

Office Administrative Assistant

210 Rue Wilbrod St, Ottawa, ON

(Summers 2018, 2019 and Winter 2019)

- Wrote and edited service folders for church services (twice a week)
- Answered phone calls and emails
- Office-related duties: making photocopies, filing mail for the deacons and pastors