

Mitchell Saremba
Information and Computer Systems Student

www.linkedin.com/in/mitchellsaremba | github.com/sarembot
(250) 927-5961 | mitchellsaremba@proton.me | Victoria, BC

Dear Portofino Hiring Team,

I am very excited to be applying for the Systems & Operations Implementation Co-op position at Portofino Bakery – and it's not just because I eat Portofino bread everyday. As an Information and Computer Systems student at Camosun College with a background in data collection, software development, and analytical problem-solving, I believe I would be a great fit for the position and I am eager to contribute to the successful roll-out of SAP at Portofino.

Prior to my technical experience at Camosun, my experience as a Silviculture Surveyor involved working extensively with industry-standard software to collect environmental data and generate technical reports to support large datasets. This role strengthened my attention to detail, data accuracy, and documentation skills – critical for ensuring smooth data migration in SAP implementations. Additionally, my fluency in SQL and relational databases allows me to effectively manage and analyze structured data, ensuring process alignment and system integrity.

At Camosun, I have been immersed in hands-on projects that continue to strengthen my technical capabilities. I have developed full-stack applications, worked with relational databases using MySQL, and gained experience with software development best practices. My participation in Agile team projects has enhanced my ability to collaborate effectively and document processes clearly. Additionally, throughout my time at UVic, I developed excellent communication and documentation skills through research, technical writing, and collaborative projects. My ability to adapt to new software and technologies is a strength that I take pride in, and is demonstrated in my experience with various programming languages and development frameworks that I learned independently. I thrive on learning new systems and optimizing workflows – qualities that align perfectly with this role.

As mentioned previously, my daily routine wouldn't be complete without Portofino bread. Being a longtime consumer of your products makes the opportunity to contribute to your SAP implementation even more exciting. I deeply appreciate Portofino's commitment to growth, quality, and integrity, and I would be honoured to bring my skills to a company that aligns with those values.

I would love the opportunity to discuss how my skills and enthusiasm for technology can support Portofino's SAP implementation. Thank you for time and consideration, I truly appreciate it.

Best regards,

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Professional Summary

Information and Computer Systems student at Camosun College with a strong programming foundation in JavaScript, Java, Python, and SQL. Experienced in data management, relational databases, and analytical problem-solving. Quick to learn and be proficient in new technologies, with experience using industry-standard software. Strong communication and documentation skills developed through academic and professional experiences. Passionate about continuous learning and applying technology to streamline processes.

Technical Skills

Programming Languages: Java, Python, JavaScript, SQL, C

Developmental Tools: MySQL, Git/Github, VSCode, Vim, Django

Operating Systems: Windows, Linux

Additional Skills: Agile Methodologies, MVC Architecture, Data Analysis, Documentation

Education

Camosun College / Diploma, Information and Computer Systems / JAN 2024 – PRESENT

GPA: 9.0/9.0 – Dean's Honour Roll

- Continuing to develop strong foundation in web development fundamentals – [ePortfolio](#) - [JS Labs](#)
- Learning computer science fundamentals and algorithms with Java - [Linked Lists](#)
- Collaborating in an agile environment and learning software engineering best practices

University of Victoria / BSc, Linguistics / SEP 2017 – APRIL 2020

- Developed strong analytical and communication skills through academic writing and presentations
- Applied statistical methods for data validation and analysis, honing documentation skills
- Gained experience constructing ontologies and taxonomies, foundational for relational database work

MOOCs & Professional Development

- **Python for Everybody (py4e) / Dr. Charles Severance, University of Michigan / NOV 2024**
 - Developed comprehensive Python fundamentals – data structures, databases, web services

Experience

Personal Projects – 2024

- **[Habit Tracker app](#) (Django) – ongoing**
 - Implemented user authentication and access management systems
 - Utilized Django's ORM for database queries and relationship management

Zanzibar Holdings Ltd. / Silviculture Surveyor / JUNE 2022 – AUGUST 2023

Canal Flats, BC

- Collected and analyzed environmental data using industry-standard software
- Produced reports to support higher-level dataset management and decision-making

Zanzibar Holdings Ltd. / Tree Planter / MARCH 2022 – OCTOBER 2024

Canal Flats, BC

- Developed a productivity-focused mindset while planting more than 1 million trees over 8 years
- Consistently relied upon by management to meet quality and production standards – 100% attendance