

Shruti Kaur

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“Work Hard, Make It Happen”

Personal Profile

A University of Saskatchewan undergraduate student who is enrolled in Bachelor of Science Honors Program in both Computer Science and Statistics with a certification in Biological Research. With previous experiences, as a Summer Student in the Operational Excellence team at the Nutrien Coorporate Office and a Quantum Computing Researcher at the University of Saskatchewan QuanTA Center, I look for ways to consistently improve my data analytical algorithmic skills in the data science field.

Education

University of Saskatchewan

Saskatchewan, Canada

Bachelor of Science in Computer Science and Statistics with Biological Research Certificate

Sept 2022 - Ongoing

- Undergraduate Quantum Computing Researcher
- Finance Manager - Computer Science Student Society (CSSS)
- Finance Treasurer - Pre-Law Student Society (PLSS)
- University Chorus
- Teaching Assistant (TA) for Computer Science, Math and Biology

Work Experience

Registration Services Office Assistant - International Admissions

Saskatoon, SK

Saskatchewan Polytechnic

September 2024 - Present

- Maintaining accurate student records in databases by utilizing MySQL and PivotCharts for analytical reports
- Assessing and processing tuition and fees according to policy and procedures and maintaining the databases to handle missing values
- Using data visualization tools and Python scikit package programming to evaluate the results
- **Technical Skills:** Banner, Xtender, Agros, Tableau, Sharepoint, IELTS Inspira
- **Soft Skills:** Attentive to Detail, Finance Accounting Accuracy

Paragon Enterprise Test Supervisor - IELTS and CELPIP

Saskatoon, SK

Saskatchewan Polytechnic

May 2023 - Present

- Leading a team of 3 invigilators to supervise the test takers during their IELTS and CELPIP examinations
- Carried out more than 50 examinations both computer-based and paper-based while supporting in system troubleshooting when needed
- Reporting back to Paragon Enterprise for any misconducts and received 0% complaints throughout the past 8 months
- **Technical Skills:** Attentive to Detail, Time Management
- **Soft Skills:** Attentive to Details, Time Management

Summer Student Operational Excellence, Analytics and Insights

Saskatoon, SK

Nutrien Coorporate Office

May 2024 - August 2024

- Researched on potash companies and non-potash companies to report on their publicly shared data science projects, strategies and frameworks
- Performed data visualization on PowerBI using DAX Code to benchmark metrics in Nutrien's potash data science projects
- Collaborated with the Automation Team to smoothen the RADAR and Clayseam Data with filtering methods and debugging Python codes
- **Technical Skills:** SageMaker, Python, C, Power BI, Tableau, Bloomberg, Geo Portal, AWS Sagemaker, Azure
- **Soft Skills:** Punctuality, Discipline, Critical Thinking

Undergraduate Quantum Computing Researcher

Saskatoon, SK

University of Saskatchewan - Center for Quantum Topology and its Application (quanTA)

May 2024 - August 2024

- Wrote a paper and presented a Beamer presentation on Bloch Sphere and spinors
- Collaborated with my research partner to share short lectures on quantum mechanic topics such as entanglement and spinors
- **Technical Skills:** Maple, GeoGebra, LaTeX
- **Soft Skills:** Communication Skills, Willingness to Learn New Topics

Real Estate Office Manager

Saskatoon, SK

RE/MAX Saskatoon

May 2023 - August 2024

- Work closely with the Legal Assistants of various law firms and RE/MAX Conveyance Office to provide residential, condo or acreage paperwork
- Improved the client review feedback on Google by 62% and achieved 4.9 star rating for the agent team
- Utilized Microsoft Excel for generating filtered data sheets for Opinion of Value tasks
- Designed riders, team binder covers, tent covers on Canva and utilized Precision Targeter to post in specific Rural Municipality (RM)
- **Technical Skills:** KV Core, Immoviewer, Evernote, Google Drive, Microsoft Suite, Canva, Adobe Account, MAX Centre, BombBomb, SRA Matrix, Authentisign, Homefield, Point2
- **Soft Skills:** Leadership, Patience, Organizational Skills, Verbal and Communication Skills

Undergraduate Mathematics and Biology Researcher		Saskatoon, SK
Pacific Institute for the Mathematical Sciences (PIMS) Virtual Experimental Mathematics Lab (VXML)		January 2024 - April 2024
<ul style="list-style-type: none"> Participated in monthly meetings to generate graphs for the research paper and presentation Technical Skills: Jupyter, Python, Microsoft Powerpoint, Canva, Maple Soft Skills: Resilience, Perseverance 		
Research Data Scientist Assistant		Saskatoon, SK
University of Saskatchewan Livestock and Forage Centre of Excellence		August 2023 - December 2023
<ul style="list-style-type: none"> Worked with a group of engineers and professors in the College of Engineering to perform data analysis on their SurveyMonkey datasets through IBM SPSS Identified the usage of technology within the cattle industry and produced format-specific graphs for the team's Regina Agribition Technical Skills: IBM SPSS, Excel, Microsoft Word Soft Skills: Constructive Feedback, Teamwork, Leadership, Willingness to Improve 		
Undergraduate Mining Researcher		Saskatoon, SK
University of Saskatchewan College of Engineering		January 2023 - December 2023
<ul style="list-style-type: none"> Researching on the Canadian company newsletters, local newspapers and other forms of documents or texts from 1774 to 1939 that refers to the coals and mines of Canada Created a database with all information found publicly and further categorized it according to provinces in Canada Supported in created short mine reports for the Canadian Mine Digital Hub on CIM Resources Website Technical Skills: Google Archives, Microsoft Word, Google Drive, Report Writing, Data Entry Soft Skills: Verbal and Written Communication, Time-management, Organizations, Critical Thinking, Planning and Scheduling 		
Math Student Assistant		Saskatoon, SK
University of Saskatchewan Department of Mathematics		May 2023 - June 2023 (1 Month Contract)
<ul style="list-style-type: none"> Prepared LaTeX lecture notes for Advanced Calculus I (Math 176) and Advanced Calculus II (Math 177) Hosted weekly meetings with Dr Jacek, Professor for Math 176 and Math 177, to share progress and receive feedback on ways to improve Technical Skills: TikzPicture, PgfPlots, TableofContents, Cventry 		
English, French and Math Teacher		Saskatoon, SK
Oxford Learning Institute		October 2022 - October 2023
<ul style="list-style-type: none"> Taught students English and French grammatical, punctuational, and sentence structural skills Taught high-school level and pre-University level Mathematics to upper high school students on topics such as differentiation and integration Technical Skills: Google Calendar, Microsoft Word, Google Drive, Hardware Basic Technicalities Soft Skills: Leadership, Communication, Teamwork, Multi-tasking, Punctuality, Resilience 		

Self-Studied Courses

The Complete 2024 Web Development Bootcamp		Udemy
Udemy Learning		In-Progress
<ul style="list-style-type: none"> Built web development projects with Javascript, React, Node and even Web3 development and worked with APIs 		
The Ultimate SQL BootCamp: Go From SQL Beginner to Expert		Udemy
Udemy Learning		April 2023
<ul style="list-style-type: none"> Mastering MySQL 8 Window Functions (LEAD, LAG, RANK) and complex SQL queries to manage multiple database tables 		

Skills

Programming	Python (Pandas, PyTorch, NumPy, Scikit-learn. etc.), Java, HTML, SQL, Unity, GitHub, CSS, Javascript, HTML, LaTeX
Soft Skills	Time Management, Teamwork, Customer Services, Documentation, Critical Thinking, Public Speaking

Achievements

2024-2025	iMpowered Scholarship Award , International Minerals Innovation Institute	Canada
2024	Dean's Honor Roll 2022-2023 , University of Saskatchewan	Canada
2023	Awardee , Richard Blum Mathematical Scholarship Award	Canada
2023	1st place , University of Saskatchewan Programming Contest	Canada
2022	Best Project Award , Hong Kong University Certificate of Excellence Best Project Award in International Symposium in Financial Technology	Hong Kong
2016-2022	1st Place , Hong Kong Schools Music and Speech Association Hong Kong Schools Speech Festival in Public Speaking Solo	Hong Kong

Languages

English	Native proficiency
French	Professional proficiency - Bilingual
Chinese (Cantonese)	Elementary proficiency

References available upon request.