

Simon Truong

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EDUCATION

Bachelor of Computer Information Systems

Expected Graduation: December 2024

Mount Royal University, Calgary AB

SKILLS

Front-End Technologies: React, JavaScript, CSS, HTML

Back-End Technologies: Python, SQL

WORK EXPERIENCE

Digital Integration Co-op Student

May 2023 – Sept 2023

360 Energy Liability Management

- Spearheaded the successful migration of over 100 user profiles to Azure Active Directory, improving security protocols and ensuring regulatory compliance.
- Automated client file standardization by developing and deploying custom PowerShell scripts, leading to an increase in workflow efficiency and reducing human error
- Delivered top-tier IT support for over 100 employees, maintaining 99% uptime and resolving critical technology issues swiftly to ensure uninterrupted operations
- Played a pivotal role in the formation of the IT department, contributing to long-term infrastructure strategies that set the foundation for scalable future growth
- Created comprehensive documentation and guidelines, accelerating onboarding and training processes for future full-time employees and co-op students
- Led the seamless migration of the office's on-premise domain from Windows 2012 Server to AzureAD, ensuring minimal downtime and a smooth transition to cloud-based services.

PROJECTS

Projectivity – Task Assignment and Calendar Export Tool

Hackathon · Oct 2024

- Developed a full-stack web application utilizing Node.js/Express.js for the backend and React.js for the front end to streamline project task management.
- Integrated OpenAI API to break down user-provided project prompts into consumable tasks based on group size and due date.
- Enabled users to export tasks as an ICS file, allowing seamless integration with popular calendar tools like Google Calendar or Outlook.

Portfolio Website

Personal · Summer 2024

- Built a personal web application using React, HTML, CSS, and JavaScript to strengthen understanding of React Hooks and state management
- Designed a responsive and user-friendly interface to practice advanced CSS techniques and accessibility principles.