

Iris Sau Ying Lee

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OBJECTIVE

To contribute my technical skills in database design, administration and reporting services to a challenging work environment that fosters learning, while gaining practical experience in the IT industry.

SKILLS

TECHNICAL SKILLS

Database Management: **MS SQL Server 2012, SQL Server Reporting Service (SSRS), Data Quality**

- Created and managed databases, transaction logs and database snapshots.
- Deployed and managed interactive reports and server using SQL Server Reporting Services.
- Integrated .NET CLR with SQL Server to develop user defined functions and procedures.
- Manipulated XML data with MS SQL Server 2012.

Object-Oriented Programming: **Python 3.5, Java**

- Evaluated user needs and implemented simple programs to automate small user tasks, for example a course report that compute the average for all numerically graded courses.
- Developed simple programs such as an airplane seat reservation system that interface to GUI frameworks.
- Debugged and run simple programs using PyCharm and IntelliJ.

Web Development/Applications: **HTML, CSS, JavaScript, Java, AJAX, JSON, jQuery, GitHub**

- Developed interactive websites that engage user with the websites' content.
- Maintained and collaborated websites in team using GitHub over 4 months.

Networking:

- Analyzed protocols at the physical, data link, network, transport and application layers.

Reporting Tools: **Crystal Report 2013**

- Designed and generated reports for Business Intelligence using MS Access databases.

DESIGN SKILLS

System Analysis and Design: **JAD, RAD, Agile methods; SDLC; Object Oriented techniques**

- Examined the various phases of the systems development life cycle (SDLC).
- Examined Object Oriented Modelling techniques using UML.
- Analyzed, discovered requirements of an Employee Self Service System project and created a logical design in a team of 5 people.

User Interface/ User Experience:

- Employed user-centered methodologies in the development of a wearable device.
- Performed usability tests and analyzed user experience within applications.

INTERPERSONAL SKILLS

- Arranged and interviewed the Manager of Security of BCIT at an event of over 30 participants.
- Presented a group informative oral presentation using MS PowerPoint to a group audience.
- Prepared formal information and analysis report that meets professional standards.

EDUCATION

Computer Information Technology Diploma

Sept. 2016 - Present

British Columbia Institute of Technology

- As part of a team, created the UI/UX design for a mobile app and website of a wearable device.
- Developed and maintained a product website that follows design heuristics, with interactive elements, and dynamic features using client-side JavaScript.
- Communicated and arranged with the Manager of Security of BCIT to attend the Leader's Forum event with over 30 participants. Interviewed and interacted with 5 leaders in various industry in the Leader's Forum event.

Applied Database Administration and Design Associate Certificate

Sept. 2015 – Present

British Columbia Institute of Technology

- Examined industry standards for data modelling, database design and BI tools.
- As part of a team, investigated and defined the scope of an Employee Self Service System project. Communicated in business English during group collaboration.
- Analyzed user interviews and extracted pertinent facts to assess project feasibility.

WORK EXPERIENCE

Election Canada

Oct. 2015

Poll Clerk

- Arranged polling stations to streamline the voting process while maintaining the security and integrity of the voting process.
- Handled and maintained the privacy of 500 voters' personal information.
- Administered the process of counting the ballots to ensure accuracy of the count and ballot privacy.
- Explained and clarified directions and voting instructions to voters.

REFERENCES

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