
Tina Khakian

FSD

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Portfolio Website: <https://tinyurl.com/nm957ena>

SKILLS

GitHub	HTML5	C, C++	Azure DevOps
Kanban	CSS, Bootstrap	Shell, Bash	ASP.NET
Scrum	Node.js, React.js	Python	Visual Paradigm
Selenium	JavaScript	Linux/Unix	UML, SDLC
Jira	Cyclic	SQL, Oracle	MS Office, Project Manager

PROJECTS

Point of Sale System:

<https://tinyurl.com/yrpw54mn>

POS system in C++ for sales transactions, and streamlined inventory management.

Website Design:

<https://tinyurl.com/5bu66cd9>

HTML5, CSS, and JavaScript, showcasing interactive UX/UI design.

Database System:

<https://tinyurl.com/yvf68nba>

An SQL-based pharmacy database with a normalized schema.

EXPERIENCE

HealthGene Laboratory, Vaughan, ON. - *Administrative Supervisor*

FEBRUARY 2022 - SEPTEMBER 2022

Spearheaded administrative operations, overseeing office work, front desk duties, and training initiatives. Efficiently managed the sample transportation team and logistics operations to ensure clinician satisfaction. Demonstrated exceptional organizational skills through meticulous documentation and supply management.

DNAME Corp, Vaughan ON. - *Laboratory Assistant*

MAY 2021 - FEBRUARY 2022

Processed up to 10,000 COVID-19 samples weekly with optimal workflow efficiency. Displayed flexibility and adaptability by taking the initiative to assist other departments, while fostering a collaborative environment. Demonstrated strong leadership skills by effectively managing and coordinating the team, ensuring seamless operations.

EDUCATION

Seneca Polytechnic College, North York ON. - *Computer Programming and Analysis*

SEPTEMBER 2022 - PRESENT

University of Toronto St. George, Toronto ON. - *Pharmacology and Human Biology BSc*

SEPTEMBER 2019 - APRIL 2021

References Available Upon Request