# WAI M. LIEW

*Comp Sci Graduates*

## CONTACT

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## EDUCATION

**BACHELOR OF ARTS: COMPUTER SCIENCE**

*2019*

CUNY Queens College
Flushing, New York

## SOFTWARE SKILLS

JAVA
C++
Python
MySQL
HTML
CSS
Javascript

## OBJECTIVES

Thorough and detail oriented IT professional seeking an entry level Computer Scientist position at Mtal Inc. to provide expertise in software requirements analysis, design and reviews, and development; software testing, integration, and installation; and maintenance of complex computer systems.

## RELEVANT COURSEWORK

- Data Structures - Java
- Database Systems - Oracle SQL
- Computer Architecture - Java
- Genetic Algorithms- Java
- Object-Oriented Programming - Java, C++
- Operating Systems Principles
- Software Engineering - Java
- Internet and Web Technologies - HTML,CSS,PHP
- Theory of Computation
- Design and Analysis of Algorithms - Java

## EXPERIENCE

### HOST

*The Cottage | 08/2016 - Present*

- Answer phone and route calls; accept, organize, and prioritize reservations to accommodate customers
- Greet and acknowledge guests and seat patrons by escorting them to assigned table, or communicate delays and offer additional services such as beverages to keep them occupied while waiting
- Communicated with kitchen staff, management, serving staff, and customers to ensure dining details were handled properly and guest concerns promptly addressed

### MEDICAL RECEPTIONIST

*Ear, Nose & Throat Associates of New York | 08/2012 - 01/2014*

- Greet and check- in patients, and collect personal, medical, and insurance information
- Coordinate physician schedules and maintain patient flow by communicating patient arrivals or delays
- Collected patient co-payments and recorded payment transactions

### CLERK

*Law Office of Alan J. Stopek | 08/2010 - 08/2012*

- Prepared employment and family-based applications and petitions
- Handled all general office related requests (phone calls, faxing, filing, scheduling, appointments, data entry, etc.)