

Zhihao Yu(Howard)

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February, 21th, 2023

RE: Web Development Assistant Summer Job Position

Dear Hiring Manager,

I am excited to apply for the Web Development Assistant position within the Ontario Public Service (OPS). The OPS's commitment to creating an inclusive, equitable, and diverse workplace resonates with my personal values, and I am eager to contribute to this mission.

As a student of the Artificial Intelligence program at Centennial College, I have gained valuable knowledge and practical experience in programming and web application development. I have worked on several projects utilizing React, Node.js, Express, and MongoDB, which have provided me with expertise in Web Development.

Although I do not have professional experience in Web Development, I have worked for a large international company as part of a cross-functional, Agile team, which has provided me with invaluable communication and teamwork skills. I am confident that my academic background and personal traits, including a positive attitude and a "can-do" spirit, make me a strong candidate for the role at OPS.

I have attached my resume and cover letter for your review, and I look forward to discussing my application with you in more detail.

Thank you for considering my application.

Sincerely,

Zhihao Yu

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JOB TITLE

WEB DEVELOPMENT | SOFTWARE DEVELOPER

SUMMARY OF QUALIFICATIONS

- Familiar with web development technologies, including React, JavaScript, Node.js, Express, MongoDB, and Bootstrap.
- Current Enrolled in the Artificial Intelligence program at Centennial College with basic skills using Python and its Library to process the dataset
- Experienced in IT project management, including determining the requirements of the IT system and communicating with vendors and third-party partners
- Skilled at assessing different departments' IT requirements and providing effective solutions that align with their objectives
- Strong communication skills with the ability to collaborate and build relationships with colleagues and stakeholders
- Ability to adapt to new technologies and learn quickly in a fast-paced environment

TECHNICAL SKILLS

- **Programming:** JavaScript, React, Node.js, Express, Bootstrap, HTML/CSS
- **AI:** Python, NumPy, Pandas, Matplotlib
- **Databases:** MongoDB, MySQL, Oracle SQL Developer
- **Tools:** Git/GitHub
- **Cloud Platform:** Heroku, Render

ACADEMIC PROJECTS

Web Design – JavaScript, React, Axios

- Designed a webpage using React that allows users to search for and display GitHub users based on their username

(<https://github-search-user.onrender.com/>)

Web Design – JavaScript, React

- Designed a mobile device screen using React that allows users to easily order food items and add them to a cart (Please view by opening the page under mobile dimensions in the console)

(<https://online-food-order-h4bm.onrender.com>)

Web Design – MongoDB, Express, JWT

- Partly contribute to the main functions (Authentication, CRUD survey) of a survey-taking website based on express-MongoDB.

(<https://survey-donkey-final-release.onrender.com/home>)

Web Design – Nodejs, Express, Html/CSS

- Design a personal portfolio website.

(<https://survey-donkey-final-release.onrender.com/home>)

EDUCATION

Software Engineering Technology – Artificial Intelligence Advanced Diploma

Centennial College, Toronto, ON

Sept. 2022 - Present

Expected graduation April 2024

GPA: 4.3/4.5 (A+)

- Relevant courses**

Web Development

Advanced Database Concepts

Java Programming

Supervised Learning

Data Structures and Algorithms

Master of Business Administration-Master Degree

Beihang University, Beijing, China

Sept. 2018 – Jan. 2021

Computer Science and Technology – Bachelor Degree

Beijing University of Civil Engineering and Architecture, Beijing, China

Sept. 2011 – Jun. 2015

Professional Experience

Assistant IT Manager

CGGC INTERNATIONAL LTD.

Jul. 2015 - Apr. 2022

Beijing, China

- Work with different departments of the company to *determine* their IT software system requirements
- Manage the procurement process for hardware, software, and other IT equipment
- Communicate and collaborate with vendors and third-party partners to negotiate the details of the projects
- Manage the inventory of IT equipment and software licenses
- Set up major video conferences for the company, and ensure that the conference runs smoothly.
- Provide training and support to staff on the use of IT equipment and software