Swastik Sharma

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Toronto, Ontario

Objective

A dedicated co-op/internship aspirant who is determined to expand and upgrade his technical IT knowledge while having strong communication and team leadership skills.

Education and Technical Skills

❖ Seneca College   *Jan '22 - Aug '24*
   Computer Programming & Analysis   *(3.7/4 CGPA)*
   3 years advanced diploma at Seneca College, Toronto

   Programming Languages: C, C++, Python, HTML, CSS, JavaScript, ExpressJS, AJAX, jQuery
   Familiar with: C#, Basic Java, React, Bootstrap, Markdown, WordPress, PowerPoint, Outlook
   DBMS: MySQL, MS Excel, Oracle Database SQL, MongoDB
   Software/Operating Systems: Microsoft Office Suite, Linux, Windows, MacOS, Git

Work Experience

❖ Vidyut Traders (India)   *Jan '20 - Sep '20*
   Junior IT Support Technician
   Monitored and responded quickly to office related IT issues and provided support when any system went down. Installed, configured and upgraded workstation software while also being responsible for the maintenance of hardware equipment like monitors, keyboards and hard drives.

❖ Omega Computers (India)   *Oct '20 - Jun '21*
   IT Specialist
   Provided help-desk computer support for IT tickets ranging from troubleshooting problems to hardware/software installation in-person as well as through remote desktop. Also kept inventory of all software license purchases on database management system and formulated Excel Sheets.

❖ EduVisa Services Pvt. Ltd (Canada)   *July '21 - Dec '21*
   Sales Executive
   Generated promising leads online by developing and sustaining solid relation with customers for repeated business and by exceeding daily/monthly targets. Extensively used VoIP & online CRM software while collecting and handling customer data through Microsoft Excel and Google Forms.

Personal Projects *(https://github.com/SwastikSharma150)*

1) **Phone Number Data Extractor:** Python program which extracts all registered phone number data

2) **Team Leader in C++ project:** Managed a group of 4 implementing, testing, and deploying a console application to demonstrate various operations with null-terminated C strings.

3) **Portfolio Website :** Developed with HTML CSS and JavaScript (https://swastiksharma.netlify.app)

4) **Digital Clock C++ :** Program executes by taking user input for initial time and updates the screen with new time after a buffer of 1 second. (developed many C++ advanced college projects as well)

5) **Informative Blog Website:** Developed using HTML and CSS (https://americanbeavers.netlify.app)