

JOSEPH MENEZES

Edmonton, AB, Canada, T6X1X5 · 7807164255

josephm340@gmail.com | [linkedin.com/in/joseph-menezes](https://www.linkedin.com/in/joseph-menezes) | josephmenezes.me

SUMMARY

Joseph Menezes is a recent graduate of the University of Alberta with a BSc in Computing Science. He has a strong background in software development and programming and experience in IT support, inventory management, and data optimization. His most recent role as a System Flow Project Coordinator for the Saskatchewan Health Authorities, where he coordinate and managed project timelines and deliverables, and provided training and support to staff, utilizing data analysis and optimization techniques such as Power BI, resulting in a reduction of patient wait times, increase in staff satisfaction and proficiency, and an increase in system efficiency. He also has a good experience in public speaking, cross-functional team management, problem-solving, and time management. He also has strong volunteer experience in providing open-source textbooks, coordinating events, tutoring students, and mentoring students on career development and job readiness.

EDUCATION

SEPTEMBER 2017 – CONVOCATING JUNE 2022

BSC. COMPUTING SCIENCE, UNIVERSITY OF ALBERTA

- Collaborated with the Head of Science at the Augustana Campus to offer an online resource for universities associated with Education without borders
- Relevant Coursework: Software Engineering II, Programming Languages and Web Design, Development and Scripting
- Demonstrated excellent time-management skills, accomplishing learning a new Programming Language within three weeks and managing work and school objectives, resulting in a 15% increase in productivity.
- Worked with a team to build an application that will aid in reducing the 75% of contamination rate of recyclable waste on campus, resulting in a 50% reduction in waste contamination.

AWARDS AND CERTIFICATION

- Received the Mark Chytracek Leadership award, a highly distinguished award given to exceptional graduates from Augustana, in recognition of outstanding leadership skills and contributions to the community.
- Completed five courses specializing in Google IT Support
- Valid WHIMS training certificate valid from 2020 – 2023
- Onesimus Award
- FURCA Outstanding Communication – Demonstration

WORK EXPERIENCE

AUG 2022 – PRESENT

SYSTEM FLOW PROJECT COORDINATOR, SASKATCHEWAN HEALTH AUTHORITIES

- Coordinated and managed project timelines and deliverables for the implementation of a new system flow process within the healthcare system, resulting in a 25% reduction in patient wait times.
- Worked closely with cross-functional teams, including IT, clinical operations, and management, to ensure successful implementation and adoption of the new system, with a 95% staff satisfaction rate.
- Provided staff training and support on the new system's usage and benefits, resulting in a 40% increase in staff proficiency.
- Utilized data analysis and optimization techniques, including Power BI, to improve system performance and inform decision-making for ongoing development and maintenance of the new system flow process, resulting in a 15% increase in system efficiency.
- Collaborated with external vendors and partners to integrate and align the new system with existing technologies and processes, resulting in seamless integration and improved system integration.

MAY 2021 – MAY 2022

INTERNATIONAL STUDENT REPRESENTATIVE, AUGUSTANA STUDENT ASSOCIATION

- Coordinated with around 20 different clubs and groups on campus to accommodate all students from diverse backgrounds to provide easy transitions for other international students, resulting in a 20% increase in international student satisfaction.
- Represented in council meetings to voice out issues of the demographic (about 500-750) people and to deliver positive change to the campus environment, resulting in a 15% reduction in student complaints.
- Created social media platforms to encourage community-based activities and conversations to promote change and affect within the campus, resulting in a 25% increase in community engagement.

APRIL 2019 – JULY 2019

INFORMATION TECHNOLOGY INTERN, AL JABER ENGINEERING

- Maintained servers and computer desktops, disassembling and assembling office workstations to optimize the use of the computers and provide technical support for more than 1500 employees, resulting in a 20% increase in computer uptime.
- Worked with a diverse group of people to meet key performance indicators of the week, resulting in a 15% increase in performance indicators.

SKILLS

- Strong public speaking and communication skills
- Proficient in programming languages such as Python, Java, and JavaScript for android development and web design
- Strong experience in web development technologies such as HTML, CSS, and JavaScript ● Experience using Git and GitHub for version control and code management
- Proficient in working with databases such as MySQL and Firebase
- Experience in data visualization and analysis using Power BI
- Strong knowledge of Microsoft Office and Google Suite
- Strong time management, problem-solving, and team collaboration skills.
-

VOLUNTEER EXPERIENCE

AUGUST 2021 – MAY 2022

WEB AND SOFTWARE DEVELOPER, ACADEMICS WITHOUT BORDERS

- Worked with the University of Alberta to provide open-source textbooks for a university in Eswatini
- Improved in development using HTML, CSS, JavaScript, and Flask to optimize bandwidth use and reduce the necessity for the internet in areas where the internet is not easily accessible
- Improved development using Python notebooks and a new tool called Jupyter Books allows you to create open-source textbooks and execute code to them for an interactive learning style.

AUGUST 2021 – MAY 2022

VICE-PRESIDENT, INSIDE THE CLUB

- Coordinated events based on software development workshops
- Worked with other clubs to provide knowledge on computational projects, teaching 15-20 high school students

JANUARY 2020 – JANUARY 2020

SOFTWARE DEVELOPER, UNIVERSITY OF ALBERTA

- Worked with Learning, Accessibility, and Beyond to create an informative application
- The app was created to reduce the contamination of recycling by 75%
- Worked with a team and collaboratively accomplished the goals of the client
- Improved use of Android Studio and Java for Application development

REFERENCE AVAILABLE UPON REQUEST