

# Marco Beltempo

Computer Programmer

## PROFILE

Second year Computer Programming and Analysis student with extensive knowledge of software and application development.

## CONTACT

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me@beltempomar.co

## CODING

C++



PHP



ASP.NET MVC



Java



HTML / CSS



## SOCIAL



MarcoBeltempo

## WORK EXPERIENCE

### LAB ASSISTANT @ SENECA COLLEGE

September 2015 – Present

- Guided students with assignments and reinforced C++/Oracle 10 learning concepts presented by the professor.
- Evaluated student submissions and provided any constructive feedback.
- Assisted the professor with classroom instruction, exams, record keeping, and other miscellaneous projects.

**Coaching ■ Communication ■ Critical Thinking**

### SALES ASSOCIATE @ THE SOURCE

October 2015 – September 2016

- Developed strong relationships with customers by uncovering their needs and providing effective solutions.
- Contributed to the team's success by achieving the highest sales for 3 consecutive months
- Work with team members to ensure that the store complied with company standards including basic housekeeping, pricing and stock replenishment.

**Customer Focused ■ Product Knowledge ■ Teamwork**

### JR. PROJECT MANAGER @ GALAXY IRONWORKS

June 2013 – September 2015

- Reduced billing errors by 100% by improving project tracking reports.
- Shortened close-out of projects by 33% through better coordination with internal specialists, consultants and clients to ensure contracts are amended to reflect changes in deliverables, and more accurate revenue calculations
- Reduced outstanding receivables greater than 60 days by 100% by developing and presenting project monitoring reports to senior management

**Organization ■ Team Management ■ Contract Management**

## EDUCATION

### COMPUTER PROGRAMMING @ SENECA COLLEGE

September 2015 – April 2018

### ADVANCED INVESTIGATIONS @ SENECA COLLEGE

September 2011 – April 2012

### LAW ENFORCEMENT @ SENECA COLLEGE

September 2009 – April 2011