

# SADDIQ ABDUL QADIR

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**Web Portfolio** – [saddiq.dev](http://saddiq.dev)

**LinkedIn** - [www.linkedin.com/in/saddiq-abdul-qadir](http://www.linkedin.com/in/saddiq-abdul-qadir)

**Objective** - Driven by the boundless possibilities of technology, I am on a heartfelt journey to infuse every challenge with innovative solutions, creating ripples of transformation and leaving a legacy of progress.

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## EXPERIENCE

### Trinidad and Tobago Housing Development Corporation (HDC)

**Junior ICT Technician Trainee (OJT)** | November 2023 – Present

#### Projects/Achievements

- Collaborated on a project focused on improving email security by updating the employee spam listing, contributing to a more resilient defense against unwanted and malicious emails.
- Played an integral role in addressing cybersecurity challenges by actively participating in a project to install Avira antivirus software and conduct thorough system scans across all devices.
- Contributed to the successful implementation of a vital office network infrastructure project, which included tasks such as setting up network cables through ceilings, connecting to switches, and crimping cable ends for optimal functionality.
- Contributed to the development of HDC's innovative app by working within a team on the Yardi project. This involved reaching out to residential clients, gathering contact numbers, and initiating communications to invite them to the app via email.

**Information Asset Facility Clerk Trainee (OJT)** | June 2022 – October 2023

#### Projects/Achievements

- Revamped HDC's Information Asset Facility client records system by creating a robust Microsoft Access relational database, ensuring precision, security, and accessibility. Led training sessions for staff on database usage and query creation.
- Innovated a Visual Basic-based record management system in Excel, automating barcode tracking for efficient file management. Collaborated with the team to enhance record-keeping practices and optimize organizational processes.
- Proposed and executed a solution to consolidate multi-year file data from various Excel workbooks into Access, significantly improving search speed and team productivity.

Demonstrated strong problem-solving skills and a commitment to positive process transformations.

**Web Developer (Part Time) – Tradigital Limited TT | October 2023 – Present**

Freelance Web Developer | Since 2021

**Job Duties**

- Develop dynamic and user-friendly websites using various development tools.
- Design and implement responsive websites that meet clients' unique needs.
- Collaborate with cross-functional teams to deliver projects on time and within budget.
- Stay updated on industry trends for innovative solutions.
- Enhance clients' online presence through visually appealing website designs.
- Create UI/UX designs and conduct usability, accessibility, and responsiveness testing.
- Provide SEO services and implement Google Analytics to track website performance and user behaviour.

**Teaching Assistant (Part Time) – CTS College of Business and Computer Science**

May 2022 – Present

**Job Duties**

- Tutor and provide ongoing academic support to 30+ students in courses including Introduction to Software Development (Python), Principles of Programming (Java), and Web Technologies (PHP) as a dedicated Teaching Assistant.
- Recognized for excellence in modules, entrusted by faculty to collaborate on coding projects and deliver comprehensive academic guidance to students.
- Explaining complex concepts with proficiency and offering guidance that greatly contributes to students' academic achievements.
- Demonstrate unwavering passion for teaching and aiding others, consistently enhancing my ability to communicate intricate ideas.

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**EDUCATION**

**University of Bedfordshire** (CTS College of Business & Computer Science), January 2021 – January 2024 | Bachelor of Science with Honors - Degree in Information Technology (**First-Class Honors**)

**Oxford Graduate College**, Jan 2021 – June 2022 | Lvl 5 Diploma Digital Content Creation  
Modules: Graphic Design | Web Development | Advance Graphic Design | Mobile App Development | Video Editing | Digital & Social Media Marketing

**7 CSEC o'Level Passes | 2015 – 2020**

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## CERTIFICATES

**CISCO Net Academy** | CCNA (Introduction to Networking) Certificate | June 2021 – September 2021.

**Synergy Training Institute** | Office Administration & Project Management Certificate | September 2021 -October 2021

**Udemy** | The Complete JavaScript Course – Issued Mar 2024 | PHP for Beginners – Become a PHP Master – Issued Mar 2024

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## TECHNICAL SKILLS

**Data Management:** Microsoft Excel, Access, Visual Basic

**Programming languages:** JavaScript, Python, SQL, PHP

**Web development skills:** HTML, CSS, Bootstrap, WordPress, Wix, Tailwind, React JS

**Graphic design software:** Figma, Adobe Xd, Photoshop, Illustrator, Premiere Pro

**Basic Networking:** Hands-on experience in crimping, configuring network settings, running cables, and ensuring optimal connectivity.

**Others:** Active Directory, Help Desk Support, Basic Computer Repairs, Google Analytics

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## SOFT SKILLS

Advanced Computer Competency | Problem Solving | Critical Thinking | Clear Communication Skills | Resourceful Time Management | Proficient in Microsoft Word, Excel & Access, Outlook & PowerPoint | Effective Team Player | Detail Oriented | Visual Thinking

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## ACHIEVEMENTS

- **Winner of the FinTech TT Financial Inclusion Hackathon**, developing a cashless solution for SMEs in Trinidad. Demonstrated problem-solving skills and creativity in developing an innovative solution to a real-world micro problem.
- Graduated with **First Class Honors** in recognition of outstanding academic achievement.
- Achieved the **highest overall score** in the Bachelor of Science with Honors - Degree in Information Technology, showcasing outstanding academic performance. Additionally, earned the **highest score for the thesis/undergraduate project**, demonstrating excellence in research and project execution.

**References available upon request.**