

Joshanna Ramharack

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EDUCATION

Adelphi University Garden City, NY

Bachelor of Science (BS), **Computer Science**, expected May 2025

ADDITIONAL TRAINING

Synergy Training Institute Ltd. Trinidad, W.I.

Law Certificates (2020): Business, Contract, Land

Moxxie Mentoring Foundation (Mentoring, Networking, and Industry Exploration Trips)

Mentee January - August 2024

- Paired with a mentor who provided professional guidance on networking, job interviews, and confidence building.

HONORS

Delta Sigma PI (Coeducational Professional Business Fraternity) | August 2023 - Present

- VP of Alumni Relations* | December 2023 - September 2024
- Fundraising Chair* | August - December 2023

Gamma Beta Phi (National Honor and Service Society) | April 2022 - Present

PROJECTS

Senior Thesis (Honors College) | May 2025

- How Can the Risk of Phishing Attacks Targeting Students at Adelphi University Be Minimized?

Compiler Code Analysis | November 2024

- Compiler Design, Abstract Syntax Trees (AST), Semantic Analysis, Error Handling.

Software Engineering | November 2024

- Singleton Design Pattern Implementation Project

Applied Cryptography Projects | May 2024

- Developed and implemented encryption and signature verification tools using Java.
- Applied simplified DES encryption with Cipher Black Chaining, Output Feedback, and Counter modes for message processing.

Web Application (Group Project) | December 2023

EXPERIENCE

Adelphi University Garden City, NY

Executive Assistant Intern May 2024 - present

- Track operating expenses and analyze expense data.
- Oversee the budget and ensure compliance with policies and procedures.
- Coordinate with team members to process requests in a timely manner.

Student Manager - Auxiliary & Events Services May 2022 - present

- Direct a team of student workers, overseeing their activities and ensuring adherence to standards.
- Assist customers with inquiries, concerns, lost/found items, and delivering service and resolutions.
- Delegate responsibilities to student workers, providing clear guidance to accomplish objectives.

Lalchan Deosaran & Son Trinidad, W.I.

Secretarial Assistant January 2018 - July 2021

- Established office procedures priorities and assisted with payroll by calculating deductions, as well as gross and net pay.
- Managed calendars, updated staff schedules, and booked travel plans.
- Reviewed and prepared correspondence letters, memorandum, and emails.

TECHNICAL SKILLS

Programming Languages: Java, JavaScript, Python, C, HTML (HyperText Markup Language)

Cybersecurity: Cryptography, Advanced Encryption Standard (AES), Rivest–Shamir–Adleman (RSA), Data Encryption Standard (DES), Secure Coding Practices

Software Engineering: Visual Studio Code, IntelliJ IDEA