Laura Machado

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EDUCATION

- **Carleton University** **Ottawa, ON**
  B.Eng. Software Engineering with Co-Op *anticipated 2019*

  Area Courses: Introduction to Engineering, Linear Algebra, Problem Solving and Computers, Differential Equations and Infinite Series, Introductory Electromagnetism & Wave Motion, Mechanics I, Foundations of Imperative Programming, Multivariable Calculus, Circuits & Signals, Computer Systems Foundations, Object Oriented Software Development.

- **St Francis Xavier Catholic High School** **Ottawa, ON**
  High School Diploma *2010-2014*

TECHNICAL SKILLS

General: Windows, OS X, Microsoft Office Suite, Git

Languages: C, C++, Java, Python, x86 assembly, LaTeX

GitHub Profile: https://github.com/LauraMachado21

WORK EXPERIENCE

- **Administrative Assistant** Industry Canada, Ottawa, ON
  Provided a full range of administrative support to the Director *June-August 2015*
  and employees of the Business Solutions Directorate.
  Managed incoming correspondence & responded to inquiries.
  Planned and organized logistics for meetings.

- **Math Instructor** St Francis Xavier HS
  Led the high school math tutoring program *September 2013-June 2014*
  Tutored groups of students in all mathematic modules from Grade 7 to Grade 12
  Submitted an application and received a grant for after-school programs

RELATED VOLUNTEER EXPERIENCE

- **IEEE Carleton Women In Engineering Vice Chair** IEEE Carleton
  Vice chair for IEEE Carleton Women in Engineering *September 2015-present*
  Organized events promoting women in engineering
  Assisted events promoting women in engineering including Go ENG Girl

- **IEEE Volunteer** IEEE Carleton
  Volunteered at IEEE Carleton's office *September 2014-April 2015*
  Assisted in organizing IEEE events

- **Team Member** FreeScale Cup Tournament
  Participating in the FreeScale Cup Intelligent Car Racing Tournament *September 2015-April 2016*
  Competition involves assembly and programming of a self-directed model car
  Working as a team to develop a self-directed car that follows a line while maximizing speed

References available upon request.