

Laura Pinckney

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[Personal Portfolio](#)

PROFILE

As a highly organised and highly motivated individual with strong communication skills I focus on delivering solutions. I enjoy stakeholder management and encouraging strong communication between colleagues. I'm looking forward to utilising my communication and organisation skills in my next role as a software engineer.

SKILLS

HTML, CSS, JavaScript, Python, Node, React, Express, MySQL, Agile Development, Document Object Model (DOM) APIs, Web APIs, User Authentication, OAuth, Heroku, GitHub, Jest, Sage

EDUCATION

Code First Girls | Python & Apps
Coding Kickstarter Course
APR 2024 - MAY 2024, REMOTE

BrainStation | Diploma, Software Engineering
SEP 2023 - DEC 2023, REMOTE

Edith Cowan University | Bachelor of Communication, Major Public Relations
JAN 2009 - JUNE 2012, PERTH, WESTERN AUSTRALIA

EXPERIENCE

Operations Executive | Green Park Recruitment

MAY 2021 - MAY 2023, LONDON, UK

- Delivered high level support for colleagues whilst ensuring candidates and clients received efficient communication throughout the relevant project.
- Managed circa 10 projects with varied requirements, timelines and stages consistently.
- Supported manager with onboarding and training of new starters.

Special Education Needs Teaching Assistant (Contract) | The Charter School North Dulwich

SEP 2020 - MAY 2021, LONDON, UK

- Built strong relationships with colleagues and students to ensure student's were supported.
- In class differentiation of tasks to ensure students could complete the task and receive positive praise.
- During the second lockdown taught 1:1 English remotely with limited support and course content.

Executive Assistant to Group Chairman & CEO | Estate Insurance Group

APR 2015 - APR 2020, LONDON, UK

- CEO's right hand woman with vital stakeholders contacting directly.
- Extensive management and maintenance of executives' complex schedules and appointments.
- Managed planning, logistics and all related tasks for annual international trip to property conference in France for a successful Business Development period.
- Reviewed and implemented processes to increase efficiency and ensure high quality outputs.

PROJECTS

Capstone Project | How sick is my baby?

NOV 2023-DEC 2023

- As a first time mum on maternity leave I found myself going down the Google rabbit hole late at night when support services were shut. I found a useful PDF but it was not accessible for sleep deprived caregiver's. This app is designed to be user friendly, to assist in the decision of what level of medical care their baby needs.
- Uses cumulative scores that link to the relevant health advice suggested for the baby.