

# Nathaniel Methner

**Email:** nmet3@student.monash.edu

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Highly communicative individual with strong interpersonal skills and an ability to adapt to working in team environments. Motivated by challenge, an astute and dedicated student working to the highest of ability. Ongoing volunteer engagement demonstrates a focus on community, while work as a tutor demonstrates reliability, honesty, integrity and ability to communicate.

## EDUCATION

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### Padua College

VCE 2014

ATAR: 95.1

### Monash University

2014 – Current

Bachelor of Engineering  
(Software)

Current GPA: 4.0

### Responsible Service of Alcohol

Food Safety level 2

First Aid

Mental Health First Aid

## Academic Achievements

- **2013:** Highest Year 11 Study Score
- Over 30 academic achievement and excellence awards

## PROFESSIONAL WORK EXPERIENCE

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### JUKU TUTORING TUTOR

**2014 - CURRENT**

Working on a part-time basis, this position involved setting up logistics with clients and tutoring VCE students in the subjects of Science and Maths.

### POSSUM WHISPERER POSSUM REMOVAL ASSISTANT

**2015**

This position involved climbing onto roofs, searching for holes on the roof, setting up possum traps, filling in the holes on roof and record client details.

## VOLUNTEER PLACEMENTS

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### Monash Student Ambassador

**2015 - 2016**

Gave tours to groups of high school students around Monash University Clayton campus and gave talks about my experience as a student.

### Host Scheme

**2016 - Current**

Guided new students through the final stages of their enrolment. Gained experience selling camp tickets, event tickets and discount cards. Assisted with set up and pack up of enrolments. Had the responsibility of taking care of 10 new students during Orientation camps.

Was chosen for a leadership role with the responsibilities of helping to run camps, events for international students and organise jobs for other volunteers.

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## KEY SKILLS

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- Customer service
- Problem solving
- Public speaking
- Transaction processing
- Competitive

**Software Skills:** Microsoft Word ~ Microsoft Excel ~ Microsoft Outlook ~ Firefox ~ EFTPOS

## PERSONAL ATTRIBUTES

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- ✓ **Effective Communication Skills:** Articulate communicator with an appreciation for the different communication styles required when working with team members or customers.
- ✓ **Honest and Reliable:** Strong morals and ethics ensuring honesty, reliability and ability to responsibly undertake tasks.
- ✓ **Flexible:** Understanding of the need for flexibility in order to support last-minute demands and changes. Comfortable with changing environments and situations, ensuring ability to remain flexible and adaptable at all times.
- ✓ **Time Management:** Dedication to effective prioritisation and management of time by allocating tasks and recording activities in diaries and daily to-do lists.

## PROFESSIONAL REFEREES

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### Tennyson Yuan

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