

Rachel Coxhead

I am a young professional with a broad skillset and a people-oriented mindset. I prioritise the end-user experience, valuing the impact my work has on the real individuals I develop for.

EXPERIENCE

University of Auckland – Group Services Administrator

July 2024 - PRESENT

I provide administrative teaching support for teaching staff in the university. This includes assisting with Canvas course management, exam and test coordination, collating required documentation required for reports, and general admin tasks such as purchase requests, and event coordination. I also take special interest in identifying areas of improvement and streamlining workflows and tasks.

University of Auckland — Research Assistant

MAY 2024 - MAY 2024

In this role I acted as technical support. Day-to-day tasks include developing and maintaining Python scripts to extract data from websites relevant to research projects.

Atomic.io — SDK Engineer Intern

JAN 2024 - MAR 2024

In this role my responsibilities included analysing and fulfilling client feedback, improving the user experience with the SDK, and maintaining clear client-facing documentation. Often, I was solving multiple tickets simultaneously to complete them by the required deadlines.

ThinkPod Consulting — Pro-Bono Consultant

AUG 2019 - NOV 2019

I worked with an interdisciplinary team of five as a business consultant to a non-profit organisation. In this role, I learned how to collaborate effectively with a team that embraced diverse perspectives, harnessing our differences as an asset rather than an obstacle.

EDUCATION

University of Auckland — Bachelor of Science

MATHEMATICS | FEB 2018 - MAY 2023

Auckland University of Technology — Bachelor of Computer and Information Sciences

SOFTWARE DEVELOPMENT | FEB 2021 - DEC 2023

PROJECTS

Chaos Engineering App (Chaotic)

FEB 2023 - NOV 2023

This project saw me collaborating in an Agile team of five to design, develop, and deliver a user-friendly React web app. We incorporated live multiplayer functionality using WebSockets, real-time database manipulation, and the ChatGPT API for content generation.

TaskFlow App

JUL 2023 - OCT 2023

I worked alongside three others on the TaskFlow app, which is a .NET MAUI (C#) Android app aiming to consolidate various popular productivity techniques into a single tool.

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GitHub:
<https://github.com/Ithrendrial>

LinkedIn:
<https://www.linkedin.com/in/rachel-coxhead/>

SKILLS

CRM Systems (Zendesk)

Agile Methodologies

Web Development (TypeScript, JavaScript, React, CSS Modules)

Database Management (SQL, NoSQL)

Version Control (Git, GitHub)

Object-Oriented Programming (Java, Python, C#)

Unit Testing

AWARDS

Babcock Women in Technology Cup – Awarded to the most outstanding female undergraduate.

Mathematics Education Technology Prize – Recognises the student who has made the most significant contribution to understanding the use of technology in the teaching and/or learning of mathematics.

LANGUAGES

English, New Zealand Sign Language

REFERENCES

References are available on request.