### date: Sunday, August 9, 2020

RIVKA SALEM

COMPUTER SCIENTIST

# profile

Manager that is a group leader which aims to complete all tasks and ensure that the company is running smoothly. I possess strong multi-tasking skills, with ability to simultaneously manage several projects and schedules. Excellent public-facing point person for clients. Tech savvy and efficiency focused.

## contact

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1740 East 13th Street

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## Activities and Interests

Travel • Art •Swimming • Hiking • Baking • Cooking

\*References available upon request.

### Experience

#### maze exclusive, e-commerce manager

##### august 2016-present

Manages scheduled deals, organizes office functions, uploads deals to various platforms.

#### human care services, comm-hab worker

##### september 2014-august 2016

Helped kids with special needs learn daily tasks and turn them into healthy habits, set schedules, helped children reach their goals.

### Education

Bachelor of Science in computer science

brooklyn college, new york

##### expected graduation: summer 2021

Dean’s List

**Data structures**: about different data structures for organizing data, arrays, linked list, stack, queue, searching, sorting, trees, graphs, etc.   
**Intro Multimedia:** LEARNED TO BUILD WEBPAGES WITH HTML, CSS & JS.

**Web apps**: group projects, building web pages.

**Math:** discrete math, calc 1, 2, & statistics.

### key skills and characteristics

Strong interpersonal & communication skills • Team Worker & Leadership skills • MS Office Suite Proficiency • Motivated & Quick Learner

### career goals:

To obtain a full-time front-end developer job which focuses on developing websites for clients anywhere in the Tristate NY area.

### languages i use:

#### java, python, sql, html, css, js