

# SOPHIE CAO

SOFTWARE DEVELOPER GRADUATE

## CONTACT

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Visa NZ resident

## TECHNICAL SKILLS

- Object-Oriented Design Principles
- React Native, Flutter
- Java, JavaScript
- HTML/CSS
- Agile Methodologies, HCI
- Git, Jira
- SQL

## EDUCATION

### Master of Software Development

Victoria University of Wellington  
2023–2024

### Graduate Diploma in Teaching (ECE)

New Zealand Tertiary College  
2019–2020

### Bachelor of Management in Marketing

Xi'an International Studies University  
2006–2010

## LANGUAGES

- English - Proficient
- Mandarin - Native

## PERSONAL STATEMENT

Graduating with a Master's in Software Development from Victoria University of Wellington, I bring a unique blend of foundational technical skills and proven people skills, cross-cultural communication, and empathetic leadership from my background in early childhood education (ECE) and translation. My projects bridge technical requirements with user-centric designs, and I am committed to applying these insights to develop solutions that are not only functional but also intuitive.

## EXPERIENCE

### Mandarin Teacher - Volunteer Work

WCLS • Nov 2023 – present

Utilise communication and educational techniques to teach Mandarin, demonstrating adaptability and cross-cultural engagement. Utilise modern technologies to create teaching resources.

### Casual Relieving Teacher

Jitbug • Aug 2022 – present

Engage with diverse teams across multiple ECE centres, organising educational activities and managing classroom dynamics, showcasing strong project management, leadership, and stakeholder engagement skills.

### Full-time ECE Teacher

BestStart Educare • Jul 2020 – Jul 2022

- Led data-driven educational initiatives by observing and documenting children's learning patterns and behaviour.
- Analysed children's developmental data to design targeted learning programs and behavioural plans based on scientific social-emotional research.
- Maintained respectful and reciprocal relationships with stakeholders.
- Responded to emergent needs from children and parents.
- Dedicated to ongoing personal development and team planning. Took initiative and leadership in daily routines, and teaching activities, and teaching plans.

## SOFT SKILLS

### Problem-Solving

I am an intuitive problem solver who proactively seeks solutions in any challenging situation. Excels at approaching issues from multiple perspectives and addressing them with a positive mindset.

### Communication and Cross-cultural Communication

My extensive work in ECE has equipped me with excellent communication skills - attentive listening, effective response, fair expression of ideas, and the ability to understand and collaborate with different perspectives.

### Negotiation

During a recent group project, I successfully negotiated with the client to align their requirements with our team's capabilities, balancing stakeholder interests and achieving a consensus that met all parties' strategic goals. This process demonstrated my ability to strategically compromise, persuade, and ultimately secure beneficial outcomes.

## INTERESTS

Fitness | Self-improvement |  
Comedy | Music | Nature | Painting

## REFEREES

Available upon request

### Technical Translator

Huawei • Mar 2012 – Dec 2017

- Collaborated on technical documentation translation projects, with a daily delivery around 4500 words.
- Contributed to project management and quality assurance processes, aligning technical content with global standards.
- Dedicated to efficiency improvement by utilising different tools.

### Translator

Rui'en • July 2010 – Feb 2012

Played a key role in language translation projects, facilitating effective communication and documentation practices that supported business operations and international collaborations.

## PROJECTS FROM THE MASTER PROGRAMME

### Individual Project 1

#### WellingtonTrains (Java)

Developed a Java-based train network management system, offering information on train lines, stations, and timetables.

### Individual Project 2

#### LexiCan (React Native and JavaScript)

Developed a mobile application, LexiCan, using React Native for self-paced language learners. The app allows users to search for word definitions, save favourite words, and manage their collection.

### Group Project

#### Collaborative Inventory Management System (React, JavaScript)

Led client engagement and needs analysis for a collaborative team. Facilitated effective communication, negotiated project scope, and ensured client satisfaction through a persuasive presentation showcasing the solution's potential value.

Resolved team conflicts on the necessity of a database through thorough research. Actively contributed to negotiation sessions, aligning client expectations, and defining a clear, achievable project scope.