

XIN CAO

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Visa NZ permanent resident

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🌐 <https://www.linkedin.com/in/sophie-cao/>

🐙 <https://github.com/Sophie-coffee-addict>

PERSONAL STATEMENT

With a Master's in Software Development from Victoria University of Wellington, I bring a unique blend of technical skills and proven people skills, cross-cultural communication, and empathetic leadership from my background in early childhood education (ECE) and technical translation.

TECHNICAL SKILLS

- Python
- SQL, MySQL
- Google Analytics
- Power BI
- Java
- Agile Methodologies, HCI
- Git, Jira

SOFT SKILLS

- Active listening, communication
- Collaboration; teamwork
- Problem solving
- Leadership, negotiation

EDUCATION

Master of Software Development

Victoria University of Wellington
2023–2024

Graduate Diploma in Teaching

New Zealand Tertiary College
2019–2020

Bachelor of Management

Xi'an International Studies University
2006–2010

OTHER PASSION

- Volunteer at Citizens Advice Bureau (CAB)
- Mandarin Teacher - Volunteer Work
- Kids coding tutor
- Content creation

INTERESTS

Fitness | Self-Improvement | Comedy |
Nature | Orchestra | Tennis | Painting

REFEREES

Available upon request

PROJECTS

YouTube Data Pipeline (Individual Project)

Developed hands-on experience with API integration, data extraction, and automation using Python. Enhanced problem-solving skills by building a data pipeline, from fetching YouTube comments, saving them in CSV format, to analysing them for insights. Gained understanding of ETL processes and practical insights into working with real-world data.

🐙 <https://github.com/Sophie-coffee-addict/YouTubeDataPipeline>

Collaborative Inventory Management System (Group Project)

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.

EXPERIENCE

Software Development Internship

April - June, 2024 RoadReady Mobile App

Collaborated with four other VUW grads to design and develop a mobile app from scratch for our client, six students from Sacred Heart College Hastings, for their Young Enterprise Scheme competition, using Flutter and Dart.

🐙 <https://github.com/Sophie-coffee-addict/RoadReadyNZDemo>

ECE Teacher

2019 – present

- Led data-driven initiatives and designed targeted learning and behavioural plans based on developmental data and research.
- Fostered respectful relationships with stakeholders by active communication and swiftly adapted to emergent needs.
- Utilised strong project management and leadership skills to organise educational activities and manage ever-changing classroom dynamics across multiple ECE centres.
- Dedicated to ongoing personal development and team planning by taking initiative and leadership in daily routines, teaching activities, and lesson plans.

Technical Translator

2010 – 2017

- Delivered around 4,500 words daily by collaborating on technical translation projects.
- Ensured technical accuracy, efficiency, and consistency by contributing to project management, quality assurance.
- Supported business operations and international collaborations by utilising various tools in translation projects, resulting in improved efficiency.

MULTIDIMENSIONAL CAREER & SKILLS MAP

