

Xavier O'Rourke

13 State Circle

Forrest ACT

2603

☎ +61 421 252 131

✉ xavier.orourke@gmail.com

Experience

2012–2015 **Educator**, *Forrest out of School Hours Care*.

My role in this position included:

- Developing relationships with children and their families;
- Negotiating and resolving conflicts between children and families;
- Conducting risk-assessments for the center
- Training and managing new staff
- Administering and documenting first-aid
- Assisting in the purchase, setup and maintenance of the service's computers, printers, network equipment and tablets
- Helping to develop an electronic documentation system for the center
- Writing and updating policies and procedures for the service to comply with National Quality Framework standards

Personal Strengths

Interpersonal Skills I'm very comfortable interacting with others and love working in a team. I've always shared extremely positive relationships with co-workers, teachers and peers. I take great care to listen to those around me and ensure they feel respected.

Critical Thinking During my studies of Mathematics, Physics, Statistics, Economics and Computer Science at ANU I've gained extremely valuable technical and analytical skills. I am competent in applying these skills to any problem in any domain. I'm able to transfer these skills to many different domains and will apply a rational, strategic approach to whatever challenge I'm presented with.

High Motivation I get a real kick out of making progress on a task. I don't know many pleasures in life as good as the feeling I get when I belong to a group of people I like, and that group is succeeding at something. As well as being passionate about solving problems and achieving goals I'm highly self-disciplined, I plan far into the future and I'm continuously optimizing my habits and routines. All these factors combine to make me a highly effective person.

Education

2012–2016 **Bachelor of Science / Bachelor of Economics**, *Australian National University*, .

Majors: Physics, Economics

Minors: Mathematics, Computer Science

Please see statement of results at <https://github.com/X4vier/Application-Material>

■ Programming Languages

Proficient in **Java, Python.**

Basic grasp of **HTML, ML, Mathematica, Haskell, JavaScript, \LaTeX .**

I enjoy learning new software and languages, and am be eager to develop any new skills relevant to the job at hand.

■ Referees

Raeline George

Director

Forrest out of School Hours Care

Phone: 02 6295 8985

Email: forrestasc@optusnet.com.au

Carl Kroon

Assistant Director

Forrest out of School Hours Care

Phone: 0423 652 595

Email: carllama@gmail.com

Please see letter of recommendation from my former lecturer, Nobel Laureate and ANU Vice-chancellor Brian Schmidt at <https://github.com/X4vier/Application-Material>