



## Amy Beard

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Mr. Travis Cranmer  
Vegetable Crop Specialist  
Ontario Ministry of Agriculture, Food and Rural Affairs  
1 Stone Road W.  
Guelph, ON N1G 4Y2

To whom it may concern,

I am writing to express my strong interest in the Web Development Assistant for Ontario Ministry of Agriculture, Food and Rural Affairs. As a Bachelor of Computing student majoring in Software Engineering at the University of Guelph, I am incredibly fascinated and interested in the opportunity to apply and expand my technical skills at your company during the 2024 Summer Internship.

With a strong foundation in programming languages such as Python, JavaScript, HTML, and CSS and past experience working in an outdoors environment, I am well-prepared to take on the diverse responsibilities within the team at OMAFRA. My academic coursework and related projects have equipped me with hands-on experience in building applications, solving complex problems, and collaborating effectively within a team.

Through projects like the Canadian Baby Names Database, I have developed extensive skills in Python and data collection/management, specifically using the pandas library. The Canadian Baby Names Database is a python-based, command-line program that takes statistics from different provinces on Canadian baby names, processes the information, and displays organized output based on the user's queries. The user is able to search based on year, name, and rank, as well as generate visual representation of the popularity of specific names over time. As this was a team project, I was able to learn about and practice team code development, reinforcing my collaboration skills.

Additionally, outside of academia, I've proactively sought opportunities to expand my skill set and knowledge. I've taken the initiative to acquire expertise in HTML, CSS, and JavaScript, completing certifications in Responsive Web Design and JavaScript Algorithms and Data Structures. Utilizing this knowledge, I've successfully developed several smaller projects and have established my own code portfolio website. This not only showcases my practical application of coding languages but also shows my eagerness to continuously learn and adapt to emerging technologies.

Through my tenure at YMCA Camp Wanakita, I developed and honed extensive skills in the fields of critical thinking, problem-solving, and organization— all skills vital for success in both a tech and outdoors environment. The dynamic and fast-paced camp setting demanded quick decision-making and adaptability, refining my ability to quickly analyze a problem and implement effective solutions – often with limited resources. These experiences have not only strengthened my problem-solving capabilities but have also instilled in me a strong sense of organization, ensuring smooth operations in both individual and collaborative endeavours. As a result, I am well-prepared to bring this unique blend of skills to the position at the Ontario Ministry of Agriculture, Food and Rural Affairs, where the intersection of technology and the outdoors is central to the role.

Thank you for considering my application. I look forward to the possibility of discussing how my skills and experiences align with the Ontario Ministry of Agriculture, Food and Rural Affairs's needs and how I'd contribute my enthusiasm and dedication to the team.

Sincerely,

Amy Beard

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GitHub

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amybeard.ca

## TECHNICAL SKILLS

- Languages: Python, C, JavaScript, Java (Swing), HTML, CSS
- Operating Systems: macOS, Linux
- Development Tools/ Libraries: Bootstrap, jQuery, GitHub/ GitLab, Docker, JUnit, PMD Source Code Analyzer
- Task Management: Trello, Slack, Replit

## RELATED COURSES

- Analysis & Design of Computer Algorithms
- Operating Systems
- Software Systems Development and Integration
- Object-Oriented Programming (Java)
- Software Design 1, 2, 3 (Python & C)

## CERTIFICATIONS

- Responsive Web Design
- JavaScript Algorithms and Data Structures

## SKILLS

- Critical Thinking
- Problem-Solving
- Organization
- Collaboration
- Communication
- Creativity

## EDUCATION

**Bachelor of Computing, Software Engineering (Co-Op),  
Minoring in Mathematics,  
University of Guelph**  
2022-present

## ACADEMIC PROJECTS

### Mancala

Oct - Dec 2023

- Java-based replication of the board game Mancala
- Both TextUI and GUI versions
- Developed using Java Swing
- Used JUnit and PMD for testing and debugging

### Associative Array / Hash Tables

Nov 2023

- C-based project focused on learning about hash tables and hashing algorithms
- Command line-based and allows the user to complete insertion, query, and deletion operations on a hash table
- Compiled code is formatted into a library API for easy distribution and application

### Canadian Baby Name Database

Feb - Mar 2023

- Worked with a small team, using agile methodologies to create a system to organize large sets of data into data frames,
- Output organized data sets to the user per their requests.
- Utilized Python and the Pandas library to output data into CSV files for the user.

## WORK EXPERIENCE

### YMCA Camp Wanakita

June 2023-Sept. 2023

#### Out-Tripping Specialist

- Organized, packed, and facilitated 2-8 day educational canoe trips
- Responsible for maintaining and repairing camping equipment
- Led and guided 2 student-counselor, 6-day canoe trips

### YMCA Camp Wanakita

June 2022-Sept. 2022

#### Arts and Crafts Specialist

- Collaborated with a partner and overall staff team
- Organized, designed, and provided kids' summer camp art programming.
- Led and guided student counselors on a 6-day canoe trip.

### YMCA Camp Wanakita

June 2021-Sept. 2021

#### Kitchen Helper

- Organized meal service
- Facilitated meal preparation
- Provided quality service to clients.

### Wendy's

Sept. 2020- Mar. 2021

#### Cashier

- Efficiently took and processed orders using a POS system
- Ensured speed and satisfaction to the customers

## EXTRACURRICULARS

**Guelph Women in Computer Science (GWICS)**  
Member (Sept. 2022- Present)

**Society of Computing and Information Science (SOCIS)**  
Member (Sept. 2022- Present)