

EDWARD HIGGINS

Croxley Green, Hertfordshire

Dear Sir/Madam,

I am excited to submit my application for this Junior Software Engineer position at _nology. I found this job on graduatejobs.com and after comparing the responsibilities to my own skills and interests I thought I was a good fit for this role so I had to apply. I believe my experience at university and within a COVID diagnostics laboratory as an Assistant Laboratory Manager have allowed me to develop the critical skills required to excel at this role.

Below, I have taken the time to highlight some of my specific skills and experiences that have prepared me to be a strong contributor to your team in the Junior Software Engineer position.

Analytical and Written communication	Have plenty of experience writing Lab reports, Literature reviews, and many research projects highlighting my ability to critically analyse research, as well as concisely and clearly discuss the results. Also contributed to the creation of Lab documentation required for UKAS accreditation.
Good verbal communication	Managed and worked within a team to help hit testing targets, regularly conversed with directors and management to address and combat any issues that affected workflow, this ultimately led to an increased testing capacity from 500 a week to 15,000 a week over a 2 year period. This service subsequently received high praise for its speed and lack of issues.
Excellent Problem Solving Skills	Often led troubleshooting when issues occurred with both hardware and software, Created a manual/FAQ document to aid new and current employees with technical issues.
Excellent Laboratory Practice	Was chosen to represent the Lab/Business to showcase the Protocol to UKAS which massively contributed to out UKAS accreditation. Have a great understanding on standards required by an accredited laboratory and routinely showcased this throughout my 2 years within the COVID testing industry
Attention to Detail	Ability to precisely follow Laboratory protocols and maintain all Laboratory Records

Finally, I'm thrilled at the prospect of joining such an impressive organisation, UCL has a fantastic reputation and holds strong values which I consider to be closely aligned with my own. I would be grateful for the chance to contribute to your future success. Thank you for considering my application. I look forward to hearing from you to discuss my application further.

Yours faithfully,
Edward Higgins

EDWARD HIGGINS

SECOND CLASS FIRST DIVISION HONOURS BIOLOGICAL SCIENCES GRADUATE

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Personal profile

An enthusiastic and driven biological sciences graduate and former Laboratory Assistant Manager with excellent written, analytical and verbal communication skills which has developed through three years of university and two years of working in a private COVID-19 laboratory. Obtained strong problem solving and leadership skills during my time as a Laboratory Assistant Manager which additionally built upon a capability to understand protocols and procedures quickly and with high accuracy, evidence of these skills are validated via two promotions within a year at my last place of work. Recently began a python bootcamp and am interested in applying this programming and people skills in addition to subject knowledge from my degree to a career in data science, where I can aid company growth and further develop my knowledge and skill set.

Core Skills

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|----------------------------|-------------------------|------------------------|----------------|
| → Analytical Communication | → Leadership | → Computer proficiency | → PCR |
| → Verbal Communication | → Problem Solving | → Collaboration | → Adaptability |
| → Written Communication | → Attention to Detail | → Time-Management | → Management |
| → Python Programming | → Organisational Skills | → Decision Making | → Independence |

Employment

Feature Medical LTD, Warner Bros Studios, Leavesden. [09/20 - 09/22]

Work in a COVID-19 diagnostic laboratory at Warner Bros. Studios. Held 3 roles in total, achieving 2 promotions.

Assistant Laboratory Manager, [09/21 - 09/22]

- Managed a team of 25 staff which processed 15,000 samples a week.
- Led all training and competency assessments for new and current members of staff.
- Helped maintain the high UKAS standards.
- Played a key role in the troubleshooting efforts when issues occurred with the technology. Communicated with manufacturers and tech support regularly to learn solutions to recurring problems. Subsequently created a User Manual/FAQs document for new and current starters.
- Routinely conducted Quality management activities; verifying and validating machines as well as running external controls from companies such as NEQAS and Twist Bioscience.
- Conversated with Machine Manufacturers and Reagent Suppliers regularly, letting them know of any machine errors or faulty reagents that we would need replacements for.
- Produced a workload monitoring system in excel, so work could be evenly distributed.
- Held monthly one to one catch up meetings with staff to allow them to speak openly about potential issues in the lab or ways the lab could be improved.
- Because of the success of the COVID-19 lab, after COVID testing was no longer needed, Feature Medical LTD opted to explore the potential opening of a Commercial Diagnostic Lab. While others became redundant I was given the opportunity to become part of the core team to research the potential idea of this new lab.

Laboratory Technician, [05/21 - 09/21].

- Gained a second promotion to Assistant Laboratory Manager due to my knowledge, reliability and leadership.
- Played a major role in the Lab becoming UKAS accredited, helping with the creation and completion of required documentation, assuring the staff completed their competency assessment and retraining if necessary. Was chosen to demonstrate the entire Laboratory protocol to the UKAS assessors, complying to their high standards with great laboratory practice.

- Adapted to the change in testing method from LAMP to Rapid PCR, and helped train new starters learn the new method as well as all the existing protocols.
- Showed commitment to the company by often doing overtime to ensure we could achieve our same day result policy, and helped management and directors identify issues with the workflow to improve efficiency.
- Worked with colleagues to improve workflow issues ensuring the entire operation ran smoothly, this allowed us to increase weekly tests numbers from 3,000 in April to 10,000 in September.
- Trusted to take a count of reagent and pipette tip stock twice a week.
- Deputised for Laboratory Manager regularly allowing development of leadership skills

Laboratory Assistant, [09/20 - 05/21].

- Achieved a Promotion to a Laboratory Technician due to my ability and understanding of the work, as well my strong leadership skills and reliability.
- Provided fast and reliable COVID-19 results via LAMP testing method for Warner Bros Studios, a vital service allowing the production of films to continue throughout the pandemic.
- Handled and processed both samples and sensitive personal information.
- Mentored new starters.
- Monitored equipment and maintained laboratory records using Excel and google sheets.
- Assisted in the rolling-out new testing lab for Warner Bros which optimised the efficiency of testing.

Merchant Taylor's Prep School, [06/19 - 08/19]

Site Assistant

- Given a variety of jobs which required efficiency and a good ability to manage time to ensure all tasks were completed quickly and to a high standard.
- Often left to use initiative to make decisions with employers showing confidence in my abilities.
- Described as an organised, hard-working individual who was able to operate efficiently and independently.

Rickmansworth School, [09/16 - 09/17]

Recreation assistant

- Completed many tasks which provided a service to both the public and students of the school,
- Development of strong communication skills through interaction with customers.
- Needed to be attentive and make independent decisions.
- Ability to balance work and study effectively.

Education

University of Reading [2017 - 2020]

BSc Biological Sciences: Achieved Second Class First Division Honours.

- Opted to study modules with biomolecular emphasis including Pharmacology and Toxicology, Medical Genetics, Microbiology, Bacteriology and virology and Cancer and Cell Communication.
- I Completed a:
 - Literature Review: Investigating the potential use of VLPs to create a vaccine to combat the increasing risk of the resurgence of eradicated Poliovirus
 - Research Project: Expressing and isolating the proteins required for a Poliovirus VLP using an E.Coli expression system. These proteins can then used to attempt assembly of a VLP

Rickmansworth School and Sixth Form, Croxley Green [2010 - 2017]

A Levels: Biology C, Maths C, Geography C.

GCSEs: 9 ranging from A*- D. (including Maths, English Language and Literature).

Reference available upon request