Brisbane, AUSTRALIA

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Who am I?

Currently studying Computer Science at QUT while working at Griffith University as part of the admin team. I've always been fascinated by software and eager to take on new challenges in developing simple yet sophisticated solutions to complex problems. With my leadership and technical skills, coupled with a strong learning attitude, I believe that I can bring value to any team.

Skills

Languages Python, C, HTML5, CSS, JavaScript, Java, C#, SQL, LaTeX

Experience in liaising with internal/external clients, strong decision-making and interpersonal skills Leadership

Teamwork Experience in working in agile development teams for university projects and a long-term curriculum project

Design Experience in designing robust and dynamic user interfaces/user experiences for university projects

Experience

Griffith English Language Institute

Gold Coast campus

SUPPORT SERVICES OFFICER

Jan. 2021 - present

- An in-depth understanding of cultural differences to support international students
- Troubleshooting students' technical issues (wifi, software, & authentication)
- Application support for students (in-person & through online calls)
- Creating resources for staff & students (job aids, curriculum, & videos)
- Providing meaningful extracurricular student experiences
- Liaising/collaborating with external & internal clients
- Upholding the confidentiality of student information
- Assisting with graduation & orientation ceremonies

Griffith English Language Institute

Mount Gravatt & Nathan campuses

Jan. 2020 - Dec. 2020

Jul. 2016 - Dec. 2020

· As above with a greater focus on coordinating extracurricular activities for international students

Griffith IELTS Test Centre Mount Gravatt campus

IELTS CHIEF PROCTOR

Administration Officer

- Welcoming & assisting international candidates
- Registration procedures such as biometric scanning
- Security procedures such as passport checks
- Protecting the integrity & confidentiality of test materials & candidate details

OUT Guild Queensland Performing Arts Centre

GRADUATIONS ASSISTANT Dec. 2019

Education

QUT (Queensland University of Technology)

B. OF INFORMATION TECHNOLOGY (COMPUTER SCIENCE MAJOR-JUSTICE MINOR)

- 5-a-side soccer & QUT White Hats
- · Currently undertaking third year capstone project

Gardens Point Campus, Brisbane

Commenced 2019 - Graduating 2022