

Kaitlin Coventry-Cox

(732)-570-5504

klc223@scarletmail.rutgers.edu

github.com/kaitcov

linkedin.com/in/kaitcov

EDUCATION

Rutgers, The State University of New Jersey

Bachelor of Science, Computer Science

Minor in Business Administration

Douglass College

New Brunswick, NJ

May 2018

SKILLS

Proficient: Java, C, HTML, CSS, Vim/Linux, Git

Familiar: Python, Pebble.js, Salesforce/Visualforce

EXPERIENCE

Rutgers University Department of Computer Science

New Brunswick, NJ

CS 111 Peer Leader

Sept 2015-Present

- Teach up to three 55 minute recitations weekly for students in the Rutgers Introduction to Computer Science course
- Teach students and provide extra help in various areas of the Java programming language and core computer science topics such as syntax, loops, methods, classes, object oriented programming, arrays/multidimensional arrays, and recursion
- Help students set up their programming environment in either eclipse or a text editor in conjunction with using the terminal for file system navigation and program compilation

UnitedHealth Group- Optum Technology

Basking Ridge, NJ

Information Technology Intern

June 2015-Aug 2015

- Give ~8 weekly presentations on unique technology project ideas/progress
- Lead one group project on a new application idea and presented business plan to company leaders
- Use Salesforce.com to develop a platform for Product Managers to view and track projects and portfolio using Apex, CSS, javascript and HTML
- Work in a collaborative environment implementing agile methodologies

Rutgers University Residence Life- Mettler Hall, Katzenbach Hall

New Brunswick, NJ

Resident Assistant

Sept 2014-Jan 2016

- Communicate with 60+ residents and mediate conflict on a variety of topics such as diversity, policy violations, safety, academics, and Rutgers University resources
- Perform administrative duties such as filling out incident reports, filing maintenance requests, and reporting all programs in online database
- Market and facilitate 7 educational in-hall programs per semester
- Maintain safety and security for a building of approximately 200 students while on duty

LEADERSHIP

Alpha Omega Epsilon, International Sorority for Women in Technical Sciences

Jan 2015-Present

Academic/Professional Chair (Jan 2015-Present)

- Plan 3 different events for 50 members during the semester, giving presentations on topics such as resume writing, finding and applying to research and hospital positions, and GRE/MCAT test prep
- Keep track of members' weekly study hours attendance, and ensure members make up missed sessions

AWARDS/HONORS

- Rutgers University First Year Fifteen Leadership Fellowship
- Ann P. Neupauer Scholarship