Monique Vith

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WORK EXPERIENCE

Fitness Forum Health Club - *Sales/Receptionist*   September 2022 - Present

- Generating new sales opportunities by approaching walk-ins, cold calling, networking and marketing.
- Preparing regular reports for the sales manager summarising progress against KPIs
- General administration duties such as providing assistance to members in regards to their memberships, dealing with queries via email or phone calls, greeting visitors at reception, cleaning etc.

Marc Edward Agency - *Fragrance Sales Associate*   November 2021 - Present

- Providing exceptional customer service by offering product knowledge, assisting customers in choosing fragrances, addressing queries, and ensuring a positive shopping experience.
- Meeting sales targets by actively engaging customers, demonstrating the features of different fragrances, and persuading them to make purchases. This also involves maintaining a focus on key performance indicators (KPIs) and regularly checking progress toward sales goals

PERSONAL AND ACADEMIC PROJECTS

Personal Blog/Portfolio Website

- Purpose of the website is to display my current profile and skills as a software student including personal projects, an about me section and a section for enquiries.
- Design of the project was created in Figma
- Frontend is created with Javascript, HTML, CSS and ReactJS.
- Backend is created with NodeJS/Express and NodeMailer
- Future implementations include adding a personal blog section using an unstructured database and possibly python.

Tic-Tac-Toe Game

- Tic-tac-toe is a game for two players who take turns marking the spaces in a three-by-three grid with X or O. The player who succeeds in placing three of their marks in a horizontal, vertical, or diagonal row is the winner.
- The game is created in python

EXTRA CURRICULAR AND VOLUNTEERING

UNSW Robogals - *Executive Marketing Manager*   September 2022 - December 2023

- I managed a sub-committee marketing team in creating content to advertise and promote Robogals events and brands in aims to encourage women in STEM fields.
- Robogals has over 600+ members in the society

Product Hackathon Finalist at Atlassian - *UNSW Digital Society x Atlassian*   *2023*
- Out of over 20+ groups, my team was selected to showcase our proposal for a freemium Atlassian product designed specifically to cater to the needs of students.
- Our team presented an innovative calendar-based application concept that leveraged AI technology to effortlessly schedule and generate meetings. This solution aimed to streamline the challenges posed by congested schedules and conflicting time availability when organising meetings and schedules.

EDUCATION

University of New South Wales (UNSW)   2020 - Present
- Bachelor of Engineering (Honors), Majoring in Software Engineering
2021 - Present

Good Samaritan Catholic College   2014 - 2019

CERTIFICATIONS

Working with Children's Check   2024 - 2029

First Aid Training   2024 - 2027

CPR Training   2024 - 2025

SKILLS AND INTERESTS

Programming: Python, HTML, CSS, SQL/PostgreSQL, Javascript, C
Frameworks & Tools: VScode, Microsoft Suites, Gitlab, Github, ReactJS, Figma, MaterialUI, Canva, NodeJS/Express, NodeMailer
Personal Skills: Analytical and Strategic, problem solver, organisation, communication, 2+ Years in Sales and Customer Service

Referees provided upon request