

# Monique Vith

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## WORK EXPERIENCE

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**Belgravia Leisure** - *Sales and Guest Experience Coordinator* January 2024 - Present

- Train and develop frontline staff to meet sales targets, and deliver exceptional guest experiences.
- Meet the set new member and growth targets on a daily/weekly/monthly basis
- Provide exceptional guest experience in person and over the phone to existing and prospective members and guests
- Provide relevant and accurate information and an excellent experience to prospective members by handling enquiries in line with company processes and systems
- Assist in lead generation through digital and traditional marketing activities
- Attending and participating in centre senior leadership meetings and projects

**Fitness Forum Health Club** - *Sales/Receptionist* November 2021 - 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

**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.

**Maradock Lawyers** - *Secretary* July 2019 - October 2020

- Filing documents, answering telephone calls, general administration duties, photocopying, general cleaning and organising meetings.

## PERSONAL AND ACADEMIC PROJECTS

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### 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.
- Frontend is created with Javascript, HTML, CSS and ReactJS.
- Future implementations include adding a personal block section using MongoDB for the database and 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.

### League of Legends Character Guesser

- Guess the character that shows up on screen, if the player gets 3 incorrect, the game is lost.
- Created in C

**EXTRA CURRICULAR AND VOLUNTEERING**

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

- I currently manage my sub-committee marketing team in creating content to advertise and promote Robogals events and brand 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*

- 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**

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**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**

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**Working with Children's Check** 2024

**First Aid Training** 2024 - 2027

**CPR Training** 2024 - 2025

**SKILLS AND INTERESTS**

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**Programming:** Python, HTML, CSS, SQL/PostgreSQL, Javascript, C

**Frameworks & Tools:** VScode, Microsoft Suites, Gitlab, Github, ReactJS, Figma, MaterialUI, Canva

**Personal Skills:** Analytical and Strategic, problem solver, organisation, communication, 2+ Years in Sales and Customer Service

**Referees provided upon request**