Rachel Wood

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Skills

Non-Technical
- Communication
- Collaboration
- Attention to detail
- Organization
- Customer service
- Tutoring and teaching
- Agile

Technical
- HTML & CSS
- Python
- DBMSs: SQL, Filemaker
- JavaScript, jQuery
- Git
- Mac OS
- Microsoft Office

Design
- Design thinking
- Photoshop, Illustrator
- Axure, Balsamiq, Invision
- Prototyping
- Persona development
- Walkthroughs

Employment Experience

Software Developer & Research Assistant, NetLab @ University of Waterloo, Waterloo ON

May. 2018 – Aug. 2018 (part time)
- Develop Python packages to accompany computational social science papers
- Participate in lab meetings to discuss lab's research and reproducibility in data science
- Engage in self driven learning about Python package development, creating command line interfaces with Python, and unit testing

Instructional Support Assistant, University of Waterloo, Waterloo ON

May 2018 – Aug. 2018 (part time)
- Introduce programming concepts to students during labs for CS 115: "Introduction to Computer Science 1", and provide help with assignment questions
- Provide quantitative and qualitative feedback when marking weekly programming assignments, midterm, and final exams

Teaching Assistant, University of Waterloo, Waterloo ON

Sep. 2017 – Apr. 2018 (part time)
- Marked and provided feedback for weekly programming assignments, midterm, and final exam for CS 115 (Jan. – Apr.)
- Marked weekly assignments and quizzes for INTEG 120: "The Art and Science of Learning", and provided advice about learning strategies and study habits (Sep. – Dec.)

Content Developer, Virtual High School, Bayfield ON

May 2017 – Aug. 2017 (full time)
- Planned and wrote content for high school math and science courses, following curriculum expectations
- Used HTML, CSS, jQuery, Photoshop, and Illustrator to create and modify web pages to create a consistent and engaging experience for students
- Marked math assignments and corresponded with students

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Employment Experience

Instructional Support Assistant, University of Waterloo, Waterloo ON
May 2016 – Aug. 2016 (full time); Sep. 2016 – Aug. 2017 (part time)
- Assisted students with assignments on web design, pixel and vector graphics, Excel macros, and databases during weekly labs and office hours for CS 200: "Concepts for Advanced Computer Usage"
- Marked and provided quantitative and qualitative feedback for weekly assignments, midterms, and final exams
- Used HTML and CSS to edit and improve the course website
- Modified assignment and lecture content to reflect changes to delivery of the course

Server & Barista, ArtSee Café & Bistro, Bayfield ON
May 2014 – Nov. 2015 (seasonal)
- Provided customer service and maintained a friendly and professional atmosphere while working as a team in a fast paced environment

Administrative Assistant, Huron Perth Centre for Children & Youth, Clinton ON
Sep 2010 – Jun 2013 (part time)
- Greeted clients, answered phones, and performed other administrative tasks

Education

Bachelor of Knowledge Integration, University of Waterloo, Waterloo ON
Joint Honours Knowledge Integration & Joint Honours Mathematics
Sep. 2013 – Apr. 2018
- Learned and applied interdisciplinary practices and effective collaboration strategies in group projects, including presentations and design projects
- Studied subjects including 12 math courses, 6 computer science courses, 6 design/project courses, research methods, philosophy, economics, French, and speech communication
- Designed and built a museum exhibit on cognitive biases and casino games with a group of five other students
- Created software to help student researchers understand more about academic literature
- Received the President's Scholarship of Distinction upon admission

Volunteer Experience

Math Tutor, Frontier College, Waterloo ON
Feb 2015 – Apr 2015; Sep 2015 – Jun 2016
- Maintained supportive learning environment for up to 20 elementary and secondary school students at drop-in sessions, where I assisted with homework problems, primarily math, both one on one and in small groups

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