

HELENA RUBENSTEIN

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EDUCATION

BSc (Hons) Computer Science (2.1)

Sep 2020 – June 2024

University of St Andrews

- Modules included: Advanced Communication Networks and Systems, Computer Security, Data Encoding, Logic and Reasoning.
- Projects: Software Engineering Team Project (working as part of a group of four people to develop a unique piece of software), Major Software Project (designed, specified and constructed a medium-sized software system).
- Key skills developed: propositional and predicate calculus, Gödel's incompleteness theorem, collaborative professional level research as part of a team, extensive research using library and online resources, writing examinations and projects.
- Programming languages: JavaScript, C++, R, Python, HTML.

EXTRA-CURRICULAR EXPERIENCE

Treasurer, University of St Andrews Management Society

Sep 2022 – June 2024

- Developed and implemented new fundraising programme for the society, which brought in more than £1,500 for our designated local charity.
- Liaised with the social media officer and the university's alumni office to promote the society, co-ordinate expansion and increase membership by 30% during my tenure.
- Organised and communicated to society alumni our fundraising campaign, which resulted in several speakers for society events.
- Managed society finances, including collecting dues, paying bills and reimbursing committee members for incidental costs.

Business Team Lead, The Saint Student Newspaper

Sep 2022 – May 2023

- Led the advertising staff of the university's biggest student newspaper, generating a record £5000 revenue per annum.
- Organised and implemented advertising promotion which increased the number of advertisers by 45%.
- Solidified leadership skills of a small team and participated in a leadership course from the university's Centre for Educational Enhancement and Development.

WORK EXPERIENCE

Server and Barista, Rector's Café, St Andrews

Aug 2021 - present

- Prepared and served hot and cold beverages such as coffee, espresso and teas.
- Managed the morning and afternoon rush of over 100 customers with efficient, level-headed customer service.
- Maintained, cleaned and organised workspace, enabling co-workers to locate resources and product.
- Adhered to Covid-19 guidelines and managed the venue-specific check-in system for customers.

Online Maths Tutor, MyTutor.co.uk**July 2020 – March 2022**

- Guided GCSE and A-level students in problem-solving techniques through step-by-step instruction.
- Applied psychological teaching methods to enhance learning outcomes for underperforming students.
- Built rapport with students' parents, maintaining a high level of trust and communication.
- Tutored 15 students in a variety of group and one-to-one settings, increasing teaching versatility.

Shop Assistant, John Lewis, Edinburgh**June – Aug 2020**

- Worked with a team of 8 people in the menswear department, as part of a wider team of c.200.
- Applied in-depth product knowledge across menswear to support customers with a well-informed selection of suitable products.
- Maintained the shop, delivering outstanding standards in housekeeping while promoting the full product range.
- Monitored the shop floor, attended to other floors requiring support and made decisions on refunds.

PROJECTS AND RESEARCH

Personal Programming Projects – www.github.io/helenarubenstein**July 2020 - present**

- Two years of software engineering experience, facilitating cutting-edge solutions through GitHub project collaborations.
- Gained experience in developing user-friendly websites that generate increased engagement and traffic.

Research Assistant, University of St Andrews**June – Aug 2022**

- Worked for Dr John Smith as part of a team of eight to provide assistance with his research project and the analysis of large data sets.
- Utilised descriptive and inferential statistics to clean, code and conduct quantitative analysis on survey data and contributed to the dissemination and presentation of findings.
- Supported the development of data tracking and development tools inclusive of surveys, interviews and focus groups.

TECHNICAL SKILLS

- Programming languages: JavaScript, C++, R, Python, HTML
- Microsoft Office, Adobe InDesign, Adobe Photoshop, Canva
- Full driving licence
- First aid qualification