

## Oliver Fletcher

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### Profile -

A hard working undergraduate student with a varied portfolio in courses that focus on software development and machine learning. Has experience working on courses that focus on client interaction and producing software to client specification, alongside requirements analysis skills. Pursuing volunteer work in teaching Java to Secondary School students, and currently involved in sports and society volunteering at Royal Holloway.

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### History of Education -

#### International Baccalaureate 2016-2018 / Dartford Grammar School Sixth Form:

##### Higher:

Computer Science - 6 / English - 6 / Latin - 3

##### Standard:

Mathematics - 6 / History - 6 / Classics - 6

##### Diploma:

Extended Essay - A

**Total:** 35, with Diploma Achieved.

#### Computer Science (MSci) September 2018 - Ongoing / Royal Holloway University:

##### Key Courses:

Artificial Intelligence

Computational Optimisation

Intelligent Agents and  
Multi-Agent Systems

Machine Learning

IT Project Management

Software Development

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### Technical Skills and Qualifications -

**Tools** - Eclipse, MS Visual Studio Code, JUnit Testing, pycharm.

**Languages** - Java: (LeJOS EV3), Python: (scikit-Learn), Haskell, HTML, FXML.

**Prototyping and design** - Figma, OpenJSCAD.

**Certifications** - Cylix Data Protection Essentials: GDPR edition. Certified 11th February 2019.

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### Work Experience -

#### June 2021 - Ongoing: Guest Relations Executive at the Arora Group:

##### Roles:

- Checking in and handling guest reservations upon arrival, resolving guest disputes and queries.
- Assisting in numerous tasks related to a hotel pre-opening; this includes room snagging, security, and advising on design for hotel collateral and amenities.
- Leading projects creatively, and contributing my own graphic design work, in association with two high profile projects at Fairmont Windsor Park.
- Switchboard and billing experience, attained when moved to work in a high pressure quarantine hotel.

##### Soft Skills Development:

- Ability to cashier and handle pre-authorisations of amounts up to £200.
  - Development of interpersonal skills and problem solving during peak times.
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### Volunteer Work -

#### University Rounders, and Rounders Treasury:

- Participating and playing in the first team in matches, participating with team mates.
- Organising sponsorship deals for the kit with external companies, handling responsibilities and obligations.
- Sourcing high quality playing kit at a reduced price for club members, improving member experience.
- Raising money in the club accounts from a £350 deficit, to a £500 surplus, ensuring stability.

#### Teaching:

- Leading Java workshops for Secondary School students, and assisting university peers.
- Producing lesson plans and worksheets for Java Classes and History Club, both one on one and in groups.