

Mary Buist

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EDUCATION

Rutgers Computer Science and Physics | *Expected Graduation Jan 2026*

Sep 2022 - Present

- Maintained yearly part time job, multiple seasonal jobs and Dean's List for Fall 2022, Spring 2023, Fall 2023
- Relevant courses: **Computer Architecture, Data Structures and Algorithms, Discrete Mathematics I & II, Data 101, Intro to Computer Science, General Physics 1 & 2**
- Future courses: **Systems Programming, Physics of Modern Devices**

JOB EXPERIENCE

Intro To Computer Science | *Head TA*

Jan 2024 - Present

- Actively participates in CS111 Slack communicating needs between professors, learning assistants and TAs
- Holds weekly **office hours** for 500+ Intro to CS students and aids in debugging and explaining code to students
- Manages responding to Piazza (online question forum) as **course support** and emails in timely manner
- Heads assignment release and importation of grades
- Aids co-TA in proctoring and grading exams within given deadlines

Collaborative Academic Versatile Environment | *iLab Assistant*

Jan 2024 - Present

- Tutors students in 100 and 200 level **computer science** content and assignments
- Maintains iLab machines and other C.A.V.E. property
- Fosters welcoming, inclusive and safe environment for all students and staff

Assignment Guru | *Assignment Developer* | github.com/mbuist/RUHungryPublic

June 2023 - Aug 2023

- Developed **Data Structures** based assignment, RUHungry, for 2023-2024 academic year for over 2000 students
- Implemented the use of **queues, arrays, hash tables, linked lists** in Java to run optimized restaurant simulation

Rutgers Office of Information Technology | *Consultant in Training Level 2*

Apr 2023 - Sep 2023

- Provided campus-wide technical phone and email support at the main **IT Help Desk**
- Worked Pop-Up Help Desk providing aid to incoming students connecting personal devices to the network

Pinnacle Health and Fitness | *Member Services Specialist* | pinnacle-nj.com

Sep 2021 - Present

- Serves as the main point of contact for all members and guests offering technical and **customer support**
- Performs **administrative tasks** and reinforced interdepartmental **communication**
- Trained 10+ new employees
- Photographed multiple promotional events and summer camp for **marketing and media**

LEADERSHIP & CLUBS

HackHERS | *Marketing Committee* | ruhackhers.org

Oct 2023 - Present

- Collaborates with team in creating **social media** posts for **outreach** and volunteer **recruitment**
- Helps maintain official website through use of HTML, CSS and JS

HackRU | *Marketing Organizer*

Jan 2024 - Present

- Collaborates with marketing team and design team in **photographing** and promoting event for **social media**

SKILLS

Published Photographer | facebook.com/pinnaclehealthandfitnessnj

Sep 2020 - Present

- Published 75 + photographs in four yearbooks, three literary magazines and the Pinnacle Health and Fitness social medias
- Proficient knowledge in DLSR camera usage and Adobe Photoshop

Crochet Fiber Artist | *Freelance*

Sep 2016 - Present

- Designed 100+ **original patterns** for **amigurumi** creations, blankets, pillows, shawls, hats, scarves and clothes etc
- Donated dozens of scarves and shawls to church for local distribution

Google IT Support by Google on Coursera Certificate | Earned on July 12, 2021

Feb 2021 - July 2021

- Topic included: **Operating Systems, System Administration and IT Infrastructure Services, Computer Networking, Technical Support Fundamentals and IT Security Administration**

LANGUAGES

- English, Chinese, Python, Java, R, C