

# **Akino Kashima**

## **Curriculum Vitae**

### **General Information**

Tel: 416-666-0559 Email: akino.kashima@gmail.com

Address: 198 Woodfield Rd., Toronto, M4L 2W7, ON

Nationality: Japanese

Status: Study Permit (Expired on 03/31/2021. Eligible to the PGWP)

### **Skills**

- Software: Microsoft Excel (advanced), Word (advanced) and Powerpoint (advanced)
- Experience in VBA, Adobe Photoshop, HTML, CSS, learning C#, Python, Javascript, Unix/Linux, Java
- Languages: Japanese (native), Spanish (native speaker level), English (business level)
- Analytical and critical thinking
- Ability to work individually and in team
- Development ideas for problem-solving
- Enjoy learning new things and assimilate new ideas quickly

### **Career Experience**

**September, 2019 – Present. Elektrolibera LLC., Software development assistant (Japan, online)**

- VBA, HTML, CSS,
- Designed the company logo in Adobe Photoshop
- Designed the company website in HTML/CSS, javascript
- Designed a Realstate agency website, a cooking recipe search website

**March, 2011 – August, 2019. Cuclu publishing, Spanish/English/Japanese translator, Coding (Japan, online)**

- Spanish/English/Japanese translation, VBA

**January, 2014 – April 2017. Casio Mexico Marketing, Business planning executive(Mexico City, Mexico)**

- Elaborated and analyzed sales plans and results
- Controlled purchase and inventory
- Collected and analyzed sell-in, sell-thru and inventory data of each client
- Maintained balance sheet controlling profit and loss
- Updated monthly forecast reports
- Communicated with Hong Kong and United States in English

**April, 2013 - December, 2013. Citizen de México(Mexico), Assistant to the Chairman and Spanish/Japanese translator**

**September, 2010 – February, 2011. Overseas Service Coulier (Mexico), Customer service, Interpreter and Export coordinator**

**March, 2009 – July, 2009. Company I-line (Japan), Typewriter and telephone operator**

### **Education**

**September, 2020 - Present. Centennial College (Canada), Software Engineering Technician**

**August, 2009 – July, 2010: CEPE (Educational Center for Foreign Students), UNAM,**

**Learned Spanish Language, Mexican history and art as an exchange student under the Government scholarship program between Japan and Mexico**

**September, 2007 – August, 2008: Western Washington University (USA)**

**Took various courses related to International Relations as a scholarship student**

April, 2004 – March, 2009: Asia University (Japan), Bachelor of International Relations (specialized in International Cooperation and Exchange)

### **Other Experience**

**May, 2017 – April, 2018 Working holidays in Canada. Worked as barista and assistant of Accountant at a coffee shop in Toronto, ON.**

2001 - 2004 in high school (Japan) and from 2007 to 2008 at Western Washington University (USA). Belonged to the symphonic band as a Euphonium player.