Shunzi Yao

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OBJECTIVE

Seeking a position that allows me to apply my software development expertise, combined with strong administrative and coordination skills, to innovate and solve complex challenges in the tech industry.

EDUCATION

Vanier College, AEC in Software Development: Secure Desktop, Mobile and Web Applications.   Expected 2024
Relevant Coursework: Algorithms, Database, Web Services, Cybersecurity, Application Development

Hong Kong Baptist University, BA in Finance   Sep 2009- Jul 2013
Relevant Coursework: Mathematics for Business, Financial Risk Management, Financial Mathematics

EXPERIENCE

Administrative Coordinator
Le Consultant Olymdia   **Jun 2020 – Sep 2021, Montreal, QC**
• Fostered strong communication channels between the organization, clients, and affiliate agencies, ensuring seamless project delivery.
• Expertly managed paperwork associated with client contracts and profiles using a comprehensive record management system.

Program Coordinator
Shenzhen Pearson Education Consulting   **Aug 2017 - Jun 2020, Shenzhen, China**
• Played a pivotal role in coordinating collaborations between Shenzhen Educational Science Institute Futian Experimental School and Lester B. Pearson School Board for educational programs.
• Offered exemplary translation and documentation support to the teaching team during curriculum design phases.

Real Estate Appraiser
Guo Real Estate Land Price Appraisal   **Jun 2016 - Jul 2017, Shenzhen, China**
• Engaged in real estate and land price evaluation. Completed on-site survey and preparation of various types of assessment reports.

PROJECTS/OPEN-SOURCE

Personal Website Portfolio Project
• Developed personal website portfolio that anyone can download and use, end goal of becoming NPM package.
• Built using React, test coverage using jest and coveralls, enforced linting/code standards using ESLint/Prettier, continuous integration/deployment using CI/CD.

Optical Store Management System Project
• Developed a desktop application aimed at optical store management, targeting supply chain vendors for commercial use.
• Built on the .NET Framework 4.7.2, utilized WPF and C#, integrated PostgreSQL for data handling and management

E-commerce Website Project |Unbox Holidays
• Designed and developed e-commerce website for public use and service.
• Employed Figma for mock-up design, crafted using Tailwind CSS, React.js for the front-end, and Node.js/Express.js for the back-end, utilized MongoDB to manage user accounts and product inventory, with Firebase authentication, integrated an AI-powered chatbot, configured a CI/CD pipeline to automatically deploy to AWS EC2.

ACHIEVEMENT

• Achieve Third Place at Bell Geekfest 2023 Hackathon as Team Leader.

SKILLS

• **Technical Skills:** Java, HTML, CSS, JavaScript, C#, Python, NodeJS.
• **Database Managemen**t: Experienced in utilizing database management systems and developing apps with integrated databases
• **Collaboration:** Collaborated on design and implementation of various software applications, with a focus on user experience and functional requirement.

LANGUAGE

•Fluent in Chinese and English.   • Intermediate in French.