

ALLIE DONG

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SUMMARY

- Skills: Experience using Python, Figma, HTML, CSS, JavaScript, Git, and React.js
- Highly organized and detail-oriented from work in professional IT settings
- Dependable leadership traits exemplified through 450+ volunteer hours in challenging environments
- Mature critical thinking and analysis skills from high marks in courses including English, Chemistry, and Math

EDUCATION

Candidate for BAsC in Systems Design Engineering UWaterloo | 2021-2026

- Relevant courses: Digital Computation (C++), Introduction to Design, 3D Design using AutoCAD and SolidWorks

ACHIEVEMENTS

- Self-taught through front-end courses in HTML, CSS, JS, and React.js (July 2021)
- Dean's Honors List for 1A Chemical Eng
- Recipient of David R. Bertran Entrance Scholarship in Chemical Engineering
- Bronze Medal in Senior Life Sciences at Waterloo Wellington Science and Engineering Fair (WWSEF)
- Competed in TU20 Cup, TOHacks
- Lifesaving Society Bronze Cross, CPR-C, AED, and Emergency First Aid certified
- Top 10 in DECA Regional Competition for oral presentation (2017)
- Awarded Most Important Player of SJAM DECA Marketing Team (2017)

CLUBS & SOCIETIES

- SJAM Senior Concert Band, Clarinet Ensemble, Guitar Club & SJAM Music Council (2017-2020)
- Member of SJAM: Mathletes, Science Club, Kiwanis Key Club, MASH, Run For It, Multicultural Club, DECA, & Best Buddies

WORK EXPERIENCE

INFORMATION TECHNOLOGY INTERN

Environics Analytics | Jan - Apr 2021

- Managed a personal queue of up to 16 IT troubleshooting tickets at a time
- Handled PC migrations, OS upgrades, and breaks/fixes remotely in client calls
- Collaborated with team to strategize and deploy IT infrastructure for new hires
- Maintained Active Directory and Domain Services for evolving system changes

COMPUTING SUPPORT ASSISTANT

University of Waterloo CSCF | Sept 2019 - Feb 2020

- Executed hardware troubleshooting before using Clonezilla, PXE Boot (BIOS), etc. to successfully restore and reimage over 50 PCs using ticketing software
- Partitioned HDD/SSDs with hdparm program on Linux & STARTECH technology
- Compiled detailed technical reports for every fulfilled IT service request
- Optimized processing procedure outcomes by researching the installation of WSL2 in order to eliminate the need for Clonezilla dual boot or VirtualBox

DAY SURGERY UNIT FRONT DESK PERSONNEL

Grand River Hospital | Sept 2019 - Feb 2020

- Managed first line communication between nurses and patient visitors, reported on patient status after a check in and follow up with nurses
- Porter 15+ discharged patients to and from the unit per 3 hour shift
- Took initiative to assist nurses with chart organization and restocking

VACATION BIBLE SUMMER CAMP COUNSELOR

KW Chinese Alliance Church | Aug 2017, 2018, 2019, 2020

- Oversaw and engaged in various camp activities with 10 children aged 4-12
- Exemplified resourcefulness and leadership skills in presenting instructions and guiding campers in group discussions to encourage support and growth
- Engaged in camp program planning and logistics meetings

PROJECTS

PERSONAL PORTFOLIO WEBSITE

- Designing and developing a responsive portfolio website using create-react-app, applying skills in React.js (JSX, Bootstrap, Flexbox), SCSS, and Git
- Created components such as navigation, Home/About page, and project cards

SPLIT-PEAS MOBILE APPLICATION

- Conducted user research using over 60 market interviews and surveys to develop market analysis and research and devise competitive business plan
- Strategically prototyped bill splitting grocery list mobile app using Figma