

Austin Chao
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WORK EXPERIENCE

East Bay Regional Park District Police Department (March 2017 – February 2022)

Police Officer, Field Training Officer, Defensive Tactics Instructor

- Assist park visitors, enforce laws and park ordinances, and help maintain public safety
- Train new officers by evaluating their progress, providing daily feedback, and creating plans for improvement
- Create and implement lesson plans for assisting officers with their defensive tactics

East Bay Regional Park District Police Department (October 2014 – 2016)

Public Safety Student Aide (Personnel & Training Unit)

- Booked training and travel reservations
- Prepared and processed financial paperwork
- Collected and assembled sensitive documents for background investigations
- Scheduled exams and appointments for applicants
- Handled telephone and in person inquiries

Claremont Country Club (June 2013 – August 2014)

Food Server

- Maintained good communication while juggling and prioritizing multiple tasks
- Trained employees on proper club procedures and applicable state laws so they are able to provide excellent customer service
- Efficiently and quickly set up multiple workstations to ensure proper preparations for meal time

Forward Together Youth, Oakland, CA (August 2012 - May 2013)

Youth Core Member

- Planned events such as fundraisers, door-to-door campaigns, and meetings with Oakland Unified School District Executives, Board Members and Health & Wellness Department and Oakland City-Council Members
- Researched and analyzed policies Supreme Court Cases and California State Codes
- Produced music videos to inform and encourage the public in a fun and informal manner about sexual health

Held meetings with government officials such as Oakland Unified School District Board Members to promote a campaign about having comprehensive sex education within the Oakland Unified School District.

EDUCATION

Rithm School

Software Engineering Immersive

Bachelor of Arts in Criminal Justice Studies

San Francisco State University

Major GPA: 4.00 – Cumulative GPA: 3.84