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### Isabelle Yam

#### Technical Skills

- Experience with Microsoft Word, Microsoft PowerPoint
- Designed projects using Canva
- Worked with iMovie video editing software
- Ability to operate in Windows and Mac

#### Interpersonal Skills

- Ability to learn new skills quickly demonstrated with work as a website feature article writer, with interviewing and taking down notes
- Communication skills from collaborations in the courses
- Time management and organization skills

#### My Education Experience

- Currently attending *York University (YU)*, pursuing **major in honors *Professional Writing*, bachelor of arts (BA), streaming in corporate/organizational writing and digital authoring.**
  - Relevant coursework - digital authoring, corporate/organizational writing keystone and practicums, writing in digital cultures, research with professional writers, examining the news
- Graduated from *Richmond Hill High* in 2019
- Graduated from *Silver Pines Public School* in grade 8 achieving honor roll, awarded the visual arts award subject award in 2014 - 2015
- Attended *Trillium Woods Public School* Grade 1 to 7 from 2007 - 2014
- Graduated from *Richmond Hill Montessori Private School* 2003 - 2007 (Junior and Senior Kindergarten, pre school)

#### Work Experience

- **Bookstore Distribution & Customer Service Assistant** for York University from January 2022 to April 2022
  - Worked for pick up orders of student textbooks and materials from the bookstore *School*
- **Website Feature Article Writer** for Downtown Association May 2022

- Write about businesses in the Sault Ste. Marie area and conducted interviews about the businesses to promote the businesses in the area for the Downtown Association website
- **DRPC Intern for DRPCollective, redesign of Dr. Wood's non-profit organization website DRPC for placement in PRWR4001: Digital Authoring Practicum**
  - Redesign of his original website of the DRPCollective, re-envisioning the website with new ideas for user experience, design, and layout of the website.

### **Volunteering Experience**

- **Royal Bank of Ontario to build a playground for Sick Kids**
  - Worked with a team to build a playground for a sick kids patient
- **Parent - teacher volunteering night receptionist**
  - Directed parents to student meetings, answered questions
- **Volunteering with the dance company to perform the dances for others such as in a banquet with GDNA**
  - Performed dances with the company during special events in the community
- **Article writing for the *Medium* (the school newspaper) at UTM**
  - Wrote and published a newspaper article in the school newspaper
- **Choir performances** (singing, during performances like remembrance day, singing at Cosmos)
  - Joined the school choir and performed at performances
- **Performing in a Disney parade**
  - Performed in the Dance the World parade at Disney alongside my school dance company
- **Volunteered for symposium at York University as Junior Web Designer**
  - researching for tech help for the behind the scenes of the symposium

### **Hobbies/Interests and Activities**

- Reading
- Making bubble tea
- Watching film/television shows
- Playing the piano
- Bake sale
- Book sale/fairs
- Video games

### **My Achievements & Awards**

- Grade 9 Completed year with Honour Roll
- Grade 10 Completed year Honour Roll
- Achieved merit in grade 4 and grade 5 ballet exam
- Most Improved Award at *GDNA* in 2010 (*Georgia's Dance and Arts' Cultural Centre*), along with a \$500 scholarship
- Completed the babysitting program being allowed to babysit
- Scout badges
- Rising Star Award Participation Trophy with the *YRMA* for Piano concert
- Distinction (92) in piano exam in grade 1
- Silver Birch reading awards (certificate for reading 10 books)
- Track and field ribbons in elementary school
- Dance participation concert certificates
- Piano participation concert certificates
- 1st place grade 8 badminton areas, qualified for regionals
- Flight technology certificate in grade 6