

# BAO CAO

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## Relevant Knowledge, Skills & Accomplishments

### Technical

- Troubleshoot and tested computer products for refurbishing purpose.
- Entered data into database system with the speed of 40 wpm.
- Inspected and debugged a code segment.
- Prepared, edited and wrote technical documents.
- Analyzed and developed solutions for programming problems.
- *Related courses:* Programming and Problem Solving, Data Structure and Abstraction, Web Oriented Programming and Programming Language Concepts.

### Computer

- Programming: C/C++, Java, HTML/CSS, PHP/MySQL, Javascript
- Software: Microsoft Word, Power Point, Office softwares in MacOS, Text Editors, IDEs
- Operating System: Linux, Windows, MacOS, Android

### Communication, Teamwork & Self-Management

- Set priorities and managed time to complete multiple tasks based on their deadlines.
- Respectfully communicated and assisted others with a wide range of abilities.
- Effectively explained and represented information in reports and presentations.

## Education

### Bachelor of Science - Computer Science

University of Regina, Regina, SK

2016 - present  
(expected graduation June 2020)

### Scholarships & Awards

- Academic Silver Scholarship, University of Regina, 2017 Fall

## Work Experience

### Teaching Assistant (Winter 2018)

January - April 2018

University of Regina, Regina, SK

- Assisted students in CS 115 : Object-Oriented Design's lab component.
- Marked students based on their attendance and performance in the lab.

### TWEP Hardware Technician (Summer)

May - August 2017

Computers for Schools, Saskatchewan Technology Renewal Inc., Regina, SK

- Refurbished PCs and laptops.
- Categorized and inventoried shipments from SaskPower, SaskTel, FCC or individuals.
- Installed Microsoft Windows and other software as required.

- Assisted in warehouse tasks.

### **Cast Member**

March 2016 - Present

Cineplex Cinemas Regina

- Answer guests' questions about theatre policies, showtime etc.
- Assist guests in buying tickets using automated kiosk.
- Assist guests in exchanging or refunding tickets.

## **Volunteer & Activities**

### **Volunteer**

- Cathedral Village Arts Festival, Regina
- Community Day, Galaxy Cinemas Regina

2016

October - 2017

### **Interests**

- Jogging, reading, drawing, martial arts, musical instrument.

## **REFERENCES**

### **Keith Grill**

Executive Director

Computer for Schools, Regina, SK

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### **Catherine Song**

Lab Instructor

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