Chungon TSE

Programmer and Paralegal

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TECH SKILLS

C, C++, Java, Python, Linux, AS/400, MySQL, HTML, JavaScript, ES6, React, Next, API, Word, Excel, PowerPoint, Access

OTHER SKILLS

Experience with PCLaw and Lotus Notes

Professional proficiency in English, Cantonese, Mandarin; intermediate German and French

G2 driving license

EDUCATION

Diploma in Computer Programming, Seneca College, Canada 2021-23

P1 Paralegal license, Ontario, Canada 2020

Graduate Certificate Paralegal Program, Centennial College, Canada 2019

MA in English-Chinese Translation, Chinese University of Hong Kong 2015

BA in English Studies and German, University of Hong Kong 2010

PROJECTS

- **Binary Search Trees using Python**
- **Java Instant chat server:** a simulated instant messenger
- **Simple address book using Java**
- **Simulated Assembly Line using C++**
- **Shipping orders using C++**
- **Ticket and message system using C**
- **Art Collection API**: API for art museum collections
- **Movies API**: API for a catelog of movies based on IMDB
- **Simulated personnel app using JSON**: CRUD functionalities for employees
- **Web Wildlife Walk using JS:** sorting of wildlife species with coordinates
- **Personnel app using PL/SQL**
- **College app using PL/SQL**
- **Simple banking app using C++ and Oracle SQL**

WORK EXPERIENCES

Placement Student, Suite Excel Collections Canada Inc., Toronto 2019

- Focus on Small Claims and Landlord and Tenant Board applications
- Work experience with licensed colleagues, Small Claims Court, and LTB
- Assisted paralegal with the legal research using knowledge of Residential Tenancies Act
- Experience with software for debt collection and property management database including Yardi

Administrative Assistant, Lowell Academy, Toronto 2018

- Focus on high school education, administrative support and drafting of publicity materials

English-Chinese Translator, Hong Kong Government 2012-17

- Translated budget estimates, audit reports, policy papers, court judgments, witness statements, identity documents, etc., in English and Chinese

Immediately available