Danbi Kim

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EDUCATION

SIMON FRASER UNIVERSITY   **Burnaby, BC**
Bachelor of Science, Major in Computer Science   **2018-Present**

RELATED COURSES/CERTIFICATES

CIPP/C (IAPP Certified Information Privacy Professional)   **Expecting Completion: December 2023**
Google Cyber-Security Certificate   **Expecting Completion: December 2023**
Serving It Right (Certificate ID: 2761552)
SMSCP (Siemens Mechatronic Systems Certification Program) Level 1 101
Google Data Analytics Professional Certificate

PROFESSIONAL EXPERIENCE

SELF-EMPLOYED   **Burnaby, BC**
Tutor   **2019-Present**
- Facilitated one-to-one instruction of grade 9 to 12 Pre-Calculus, Calculus and Biology to students
- Arranged and generated lesson plans and homework for weekly tutorials

BCK LAW CORPORATION   **Burnaby, BC**
Legal Administrative Assistant   **2021-2023**
- Digitalized and disposed data, suggest and implement new system and principles for secure data protection
- Designed and initiate a React-based web application to improve the workflow for part-time workers from this working experience (see Project section, Toggle)
- Prepared legal documents for Real-estate and Business transactions, Corporate files, and Immigration files

FANTASFIT PERSONAL TRAINING INC.   **Burnaby, BC**
Data Analyst/Administrative Manager   **2021-2022**
- Conducted security awareness training for new and existing trainers to educate about data protection best practices, the importances of safeguarding client information
- Developed and implemented new client data collection systems and other strategies by migrating existing data to secure servers, introducing other cloud storage solutions with robust security measures to employer
- Prepared tax returns and perform other personal bookkeeping services

VIRGIN HICKMAN LAW CORPORATION   **Burnaby, BC**
Legal Administrative Assistant   **2019**
- Prepared legal documents for family law files, letters, memos and other documents as required according to general precedents and instructions from legal professionals
- Scheduled meetings, book boardrooms, and update calendars
- Took responsibility for incoming and outgoing mail and couriers

PREMIER LIGHTING   **Vancouver, BC**
Intern (AI Training)   **2018**

- Built and implemented car license plate detection in cameras installed In Vancouver Public Library parking lot using openALPR in Linux setting
- Organized and processed huge numbers of files for AI neural network training, attending to the details
- Helped on-site installment and tested devices for quality assurance, which included writing technical documentations based on the test results

PROJECTS

- Numerical Method Visualizer (Group Project, SFU Software Engineering Club), May 2023 (Present)
- Toggle, October 2022
- Storybook (Group Project CMPT276), June 2022
- Corporate Minute-book Generator, June 2021

VOLUNTEER WORK

- Data Classifier (Rosie Lab, Simon Fraser University), March 2023 - April 2023
- Sunday School Teacher (Vancouver Korean Full Gospel Church), 2017 - Present