TIFFANY CHAN

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thisistiffanychan.com

EDUCATION

2015 - 2017 **M.A. English Literature, University of Victoria**
- Demonstrated strong communication skills, presented complex information clearly and concisely in both written and oral formats
- Managed several priorities and deadlines at the same time
- Quickly learned technical skills and knowledge that I had no prior experience with
- Completed tasks and solved problems independently with minimal supervision
- Graduated with 87% average overall

2015-2017 **Graduate Certificate in Digital Humanities**
- Professional certificate awarded for taking a minimum of 5 courses in digital technologies

2011 - 2015 **B.A. (Honours) English, Queen's University (Ontario)**

PROFESSIONAL EXPERIENCE

2017 – present **Graduate Assistant in Electronics, Digital Scholarship Commons (UVic Libraries)**
- Developed and delivered workshops in digital technologies for students
- Demonstrated and consulted with students about resources available through the library
- Wrote, prepared, and proofread technical instructions and documentation
- Started my own side project on 3D-printing and wrote a blog post for the library website: https://goo.gl/k4bgjH

2015 - 2017 **Research Assistant, Maker Lab in the Humanities, University of Victoria**
- Remade old technologies using Arduino, Raspberry Pi, and other devices/techniques
- Wrote documentation and blog posts (see goo.gl/2R5Nfg for examples)
- Used Mac OS X & Adobe Photoshop to design and format images for publication online
- Worked both independently and collaboratively as part of a team of 7 people

2016 - 2017 **Webmaster and Communications, English Graduate Students Society (EGSS)**
- Updated and maintained organization's website (runs on WordPress): uvicegss.wordpress.com
- Maintained Twitter account and promoted events (examples: goo.gl/TDcbe8, goo.gl/6vk8TU)
- Wrote newsletter summarizing recent news and events (e.g. goo.gl/avNALX)

TECHNICAL SKILLS

Web Design and Web Platforms: WordPress.org, WordPress.com, HTML, CSS, jQuery

General Software: Microsoft Office (Word, Excel, Powerpoint), Scanners, Printers

Apple & Adobe CS: Working knowledge of Adobe Photoshop, Apple/Mac operating systems

Interactive/Physical Computing: Arduino, Raspberry Pi

Other: Working knowledge of Python, Bash (command line)

SCHOLARSHIPS, HONOURS AND AWARDS

2017	Digital Humanities Certificate Scholarship, UVic	$1560.60
2016	Charles and Ruth Hayward Memorial Scholarship, UVic	$9,600
2015	SSRHC Canada Graduate Scholarship—Master's, UVic	$17,500
2015	President's Research Scholarship, University of Victoria	$4,000

References available upon request