

# Eric Kang

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## EDUCATION

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### Western University

London, Ontario

*Specialization in Economics with Advanced Entry into the Ivey School of Business*

Expected 2018

- **GPA:** 3.7/4.0
- **Honors:** Western Scholarship of Excellence

## WORK & LEADERSHIP EXPERIENCE

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### Wei Kang & Co., CGA

Vancouver, BC

*Executive Assistant*

January 2009 – present

- Prepared income tax returns, organized and sorted receipts and invoices
- Calculated and entered bookkeeping data into spreadsheets
- Edited business letters, proposals, and business plans

### Pre-Business Student Network

London, ON

*Careers Executive*

September 2014 – present

- Worked with executive team members to equip students with a professional skillset and mindset
- Led workshops teaching students interviewing, networking, and resume building skills, each workshop having over 100 students in attendance
- Planned and developed a case competition for students to participate in

### Journeys Canada

Vancouver, BC

*Sales Associate*

April 2014 – August 2014

- Provided quality customer service, communicating with customers and maintaining relationships
- Sold shoes, clothes, and other accessories, ensuring that the store made the sales quotas
- Supplied customers with extensive product knowledge
- Assisted in training new employees on store policies and sales procedures

### The GLOBE Group

Vancouver, BC

*Research Intern*

August 2013

- Researched potential keynote speakers for the GLOBE 2014 International Business Summit
- Established contact and invited speakers, resulting in over 150 speakers attending the conference
- Assisted marketing coordinator with marketing strategy; implementation led to over 9000 participants in attendance at the conference

## SKILLS, ACTIVITIES & INTERESTS

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**Languages:** Fluent in Mandarin Chinese; Elementary Proficiency in French

### Awards & Certifications:

Provincial Scholarship Award from the BC Ministry of Education

District Scholarship Award in Business Education from the BC Ministry of Education

Completion of Accounting Career Preparation Program at Sir Winston Churchill Secondary School

Certified in First Aid and Officiating from Volleyball BC

**Interests:** Basketball, Volleyball, Violin, Piano, and Travelling