

# Evelyn Chao

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16 Trimble Crt, Thornhill, ON

## Education

University of Waterloo GBDA  
Thornlea Secondary High School

## Work Experience

### City of Markham 2020-2023

#### Head Guard

#### Lifeguard

#### Instructor

- Proficient in water rescue techniques, CPR, first aid, and AED procedures, ensuring a safe environment for patrons.
- Led lifeguard teams, managing daily operations, scheduling, and training to maintain safety standards and preparedness.

### City of Richmondhill 2019-2022

#### Lifeguard

- Vigilantly monitor water areas, swiftly addressing potential risks.
- Trained in CPR, first aid, and rapid water rescue for immediate action in critical situations.

## TYMICO

### Executive Director of Marketing

- Directed the marketing department, overseeing strategy development, campaign execution, and performance analysis.
- Managed their social media platforms, creating engaging content and driving audience growth.

## Clubs

### Chinese Student Association (CSA) - University of Waterloo

Marketing Department (January 2023 – April 2023)

- Created and managed social media content and promotional materials for CSA-hosted events.
- Collaborated with team members to effectively engage and grow the club's audience.

### Robotics Club - Thornlea Secondary High School

- Learned basic coding skills while participating in robotics projects.
- Managed fundraisers and organized the marketing team for events.
- Designed promotional content to recruit new members and increase club visibility.

## Certification

- Standard First Aid and CPR
- Emergency First Aid

## Skills and Abilities

- Fluent in English
- Fluent in French
- Fluent in Mandarin