

DAVID CHO

Skills

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|--------------------------------------|------------------------------------|-------------------------------|
| ▪ Marketing & Advertising | ▪ Teamwork & Teambuilding | ▪ Event Planning & Management |
| ▪ Microsoft Excel, Word & PowerPoint | ▪ Training & Recruiting | ▪ Public Speaking |
| ▪ Cross-platform communication | ▪ Project Management & Flexibility | ▪ Resource Management |
| ▪ Critical Analysis | ▪ Scientific Research | ▪ English: Fluent |
| | | ▪ Korean: Native |

Work/Volunteer Experience

TEAM LEAD

STEM Fellowship | Toronto (Feb. 2019 – Present)

- Directed the marketing strategist team as an interim team lead
- Implemented Trello for constructive tasks managing and time organizing
- Facilitated and allocated tasks for marketing plans
- Collaborated with other team leads through Slack and weekly meetings
- Brainstormed and tabulated marketing ideas
- Developed and maintained STEM fellowship website

ADMINISTRATIVE VOLUNTEER

SickKids | Toronto (Jul. 2019)

- Dedicated over 60 hours in administrative role
- Assisted with AVSD Echos and bookmarking
- Utilized Adobe and Excel for bookmarking and data search
- Achieved mandatory training and received certificates
- Adjusted to work environment and finished tasks quickly

STUDENT AMBASSADOR

TOHacks | Toronto (Nov. 2018 – Jun. 2019)

- Formulated marketing plans for the promotions of TOHacks events
- Publicized TOHacks on various social media platforms
- Collaborated with team members and mentors in flexible meetings
- Executed tasks assigned on Meistertask and reported completed tasks to mentors

EVENTS COORDINATOR

University of Waterloo | Waterloo (Sept. 2018 – Apr. 2019)

- Initiated in weekly residence councils as a selected member
- Devised residence-wide events through facilitated discussions
- Organized events while operating with given budget and resources
- Facilitated and participated in ongoing events
- Promoted events through social media platforms

Achievements

CANADA GCP

Citi Program | Toronto (July 2019)

CANADA RESPONSIBLE CONDUCT OF RESEARCH

Citi Program | Toronto (July 2019)

TCPS 2: CORE

Panel on Research Ethics | Toronto (July 2019)

HEALTH CANADA DIVISION 5

Citi Program | Toronto (July 2019)

TERM DEAN' S HONOURS LIST

University of Waterloo | Waterloo (Jan. 2019)

WHMIS CERTIFICATE

University of Waterloo | Waterloo (Sept. 2018)

Education

HONOURS BACHELOR OF SCIENCE

University of Waterloo | Waterloo (2018 – 2022)

Honours Science - Regular