

IAN CHAO

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ACHIEVEMENTS

JULY 29 – AUGUST 1, 2017

MICROSOFT OFFICE SPECIALIST CHAMPIONSHIP, ANAHEIM, CALIFORNIA

- Qualified to compete in the Microsoft Office Specialist World Championship and represented Canada in PowerPoint.
- Traveled to Anaheim, California to compete with 150 students from around 50 different countries.

NOVEMBER 4 – 8, 2017

STUDENT LEADERS SUMMIT COMMITTEE, HANGZHOU, CHINA

- Represented Surrey Christian School at an international education festival. Discussed with students from all around the world about the future of artificial intelligence.

WORK EXPERIENCE

DECEMBER 2017 – JANUARY 2019

THE UPS STORE, SALES ASSOCIATE

- Helped customers find the best solution for shipping packages based on their needs
- Worked with Microsoft office applications and printing machines
- Learned how to solve problems efficiently

VOLUNTEER EXPERIENCE

AUGUST 3 – SEPTEMBER 1, 2016

SCS SUMMER CAMP VOLUNTEER, TRANSLATOR/GUIDE

- Lead a small group of Chinese international students to explore Canada

SEPTEMBER 2016 – JUNE 2017

ABUNDANT LIFE CHRISTIAN CHURCH, SERVICE

- Worked together with a board of church members to plan activities for kids.
- Helped set-up dinner and served food
- Played bass guitar and piano for worship band

EDUCATION

SEPTEMBER 2013 – PRESENT

SURREY CHRISTIAN SCHOOL, HIGH SCHOOL DIPLOMA

Academic Level: **Grade 12** (3.7 GPA)

SEPTEMBER 2018 - JANUARY 2019

TRINITY WESTERN UNIVERSITY, COMPUTER SCIENCE MAJOR

Academic Level: CMPT 140 (PYTHON 1), MATH 150 (CALCULUS), CHIN 101 (CHINESE BASICS)

SKILLS

- Computer Literacy
- Fast Learner
- Web Development/Coding (HTML, Java, Python)
- RCM Piano Level 8 Certificate
- Microsoft Office Specialist Word 2016
- Microsoft Office Specialist Excel 2013
- Microsoft Office Specialist PowerPoint 2013
- English (Fluent), Mandarin (Basic)

REFERENCES

- Jinha Jeong, (604) 767-5180, store38@theupsstore.ca
- *More references available upon request*