

Serena Pang

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[redacted]

Management Engineering @ University of Waterloo

2020-2025

Activities & Societies: Entrepreneurship Soc., Engineering Soc. Commissioner, Orientation Director, TOHacks Marketing

Summary of Qualifications

Development

- Java (1 year)
- Python (1 year)
- HTML (1 year)
- CSS (<1 year)
- JavaScript (<1 year)
- SQL (<1 year)
- VBA (1 year)

Skills

- Adobe InDesign
- Adobe Photoshop
- Microsoft Office
- User Experience
- User Interface
- Google Suite
- 100+ WPM
- Production & Supply Chain Management
- Voiceflow
- Figma
- Trained Provincial Media, Marketing, & PR Correspondent for RCAC
- Workplace Design & Facilities Planning

Distinctions

- School Council University Award

Interests

- Driving manual transmission
- Making and exploring new music
- Vintage clothing collector and reseller

- **Positive attitude to learning** and adapting to new environments and client audiences
- Proficient in various communication methods and excellent analytical time/**project management** skills through organizing 200+ attendee events in high-stake situations
- Demonstrated leadership and teamwork in organizing a MFG-wide vaccination clinic
- **Self-taught HTML/CSS web development** to connect with a community of innovators
- Facilitated strong collaboration as a senior organizer of **student ambassadors at YRDSB** events and as a supervisor to 150+ youths with the **Royal Canadian Air Cadets**

Work Experience

Toyota Motor Manufacturing Canada

05/2021-08/2021

Production Control Analyst (Materials Systems)

- Created **early warning tracking system** for Suspension and Cambridge Plastics progressive and planned unload to monitor daily build ahead conditions
- Organized an **8000+ attendee vaccination clinic** and maintained 91.2% clinic attendance
- Reconstructed part/supplier dump files using SQL queries (**PostgreSQL**) to provide data for a system switch to a web-based application platform
- Mitigated obstacles and managed the launch of an **expedite tracking andon** to S. Assembly

Royal Canadian Legion | Branch 375

06/2020-08/2020

Communications Systems Support

- Reconstructed and maintained the Canadian Virtual War Memorial and the Commonwealth War Graves Commission by creating biographies for 50+ veterans commemorated on the Richmond Hill Cenotaph/Obelisk through archive research
- Analyzed and maintained website page/domain for upcoming events with WordPress

Royal Canadian Legion | Branch 375

06/2019-08/2019

Systems and Accounting

- Digitized and **streamlined the accounting process** and performed inventory on stock
- Created and analyzed **database system of 200+ unrecognized veterans** for the City of Richmond Hill spanning from 1812 to present
- Created recognition banners for the City of Richmond Hill and managed deadlines

SociallyInfused Media Ltd.

03/2020-04/2020

Guest Writer

- Experienced in professional writing on digital marketing, media services, PR tools, etc.

Projects

- **Courage** is a prototype shopping app to connect communities with local businesses on a safe, inexpensive, unified platform for a sustainable online retail experience
- Programmed a **VBA-Based time-management tool** on MS Excel for daily organization
- **Cooky** is a Voiceflow-based app that syncs with Amazon's Alexa to create an interactive recipe-reading software that can be used in the kitchen for instructional aid
- **FridgeSpace** is a MLH feature from TOHacks built using Courier and React-Native that identifies the dietary restrictions and preferences of foods through scanning photos of ingredients lists using Google Cloud APIs