

Serena Pang

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Management Engineering @ University of Waterloo

2020-2025

Activities & Societies: Entrepreneurship Society, Engineering Society, Waterloo Engineering Orientation Director

Development

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

Skills

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

Distinctions

- School Council University Award
- RCAC 4th Year Cadet Lanyard

Interests

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

Summary of Qualifications

- 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 150+ attendee events in high-stake situations
- Demonstrated leadership and teamwork when finding 200+ unrecognized veterans for the City of Richmond Hill while conducting general building maintenance
- 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)

- Progressive unloading tracking system of suspension expedites using kaizen analysis
- Organized a 5000+ attendee vaccination clinic and increased clinic capacity by 8%

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 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
- Analyzed and improved database systems on Microsoft Office 365
- Found 200+ unrecognized veterans in 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