

## Jason Kwan

48 Antique Drive, Richmond Green, Ontario, L4E 3X5

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### Job Objective

- To obtain a position as a summer school tutor at the York Region District School Board in order to develop and improve my communication and organizational skills in the fields of education and instruction.

### Skills Profile

- Accesses and applies knowledge and skills from various disciplines including science, technology, and mathematics
- Readily uses science, technology, and mathematics as ways to share knowledge, solve problems, and make decisions
- Is able to plan and manage time, money and other resources to achieve goals
- Acts flexibly and is respectful and open to the supportive thoughts, opinions, and contributions of others
- Proficient in programming in C#

### Work Experience

- Weldrick Animal Hospital:** Veterinarian Assistant 2019  
Richmond Hill, Ontario
- Monitored and regulated anesthesia levels in patients
  - Prepared medication for owners to receive and administer at home
  - Observed and controlled pets before, during, and post-surgery to ensure the animal's health and well-being
  - Processed and adjusted surgical and appointment rooms before veterinary use
  - Conducted heartworm and blood tests to detect the presence of heartworms and analyze levels of glucose, sodium, potassium, and various other blood components

### Volunteer Experience

- Magna Hoedown:** Traffic Director 2017  
Aurora, Ontario
- Managed traffic and directed drivers to free parking locations
  - Answered common questions regarding event schedule and available parking areas
  - Maintained Health and Safety Protocol regarding vehicles
- Aurora Candlelight Vigil:** General Volunteer 2017  
Aurora, Ontario
- Placed and removed candles on and off the gravestones of deceased veterans
  - Marched in the following parade to commemorate soldiers as a member of the 140 Aurora Air Cadets

- Supervised children between the ages of 12 and 14 years old as they assisted in the event

**Remembrance Day Fundraising:** Fundraising Volunteer

2017

Aurora, Ontario

- Fundraised for veterans during Remembrance Day
- Answered civilian questions regarding Canadian war history
- Collected donations at a variety of locations

**Aurora United Church:** “Rise and Shine” Breakfast Volunteer

2018

Aurora, Ontario

- Prepared cutlery, basic utensils, condiments, and chairs
- Maintained Health and Safety Protocol regarding work area
- Distributed free T-Shirts to participants

## Education

**Richmond Green Secondary School**

2016 - 2020

Richmond Hill, Ontario

- Working Towards successful completion of the Ontario Secondary School Diploma
- Currently enrolled as a Grade 11 Student
- Specialist High Skills Major: Health and Wellness Sector
- Member of Health Occupations Students of America (HOSA)
- Will graduate in June 2020

## Certifications & Achievements

- Honour Roll 2016 - 2018
- Leader and Customer Service certifications 2018
- Completed Infection Control training at CBHM 2018
- Highest Academic Standing in Academic Science 2017
- First Aid and CPR certifications at CBHM 2019
- Worker Health and Safety Awareness in 4 Steps 2018

## Extracurricular Activities & Interests

- Graduated from DBSCL Korean School in Gr. 8
- Flight 2 Commander and Flight Sergeant of Aurora Air Cadets
- Enjoys graphic novels and math-based video games
- Avid piano and rock music fan