

# NICHOLAS LAFONTAINE

Edmonton, AB | 250.300.6212 | nlafontaine11@gmail.com

## EXPERIENCE

### Program Services Student

Canadian Revenue Agency | Edmonton, AB

May 2024 – August 2024

Assisted in the coordination and execution of program initiatives, ensuring efficient administrative support and research management. Conducted research, analysis, and reporting to inform decision-making processes. Developed strong organizational, analytical, and communication skills through hands-on experience in public administration.

### Trust Account Examiner Student

Canadian Revenue Agency | Edmonton, AB

May 2022 – August 2022

Conducted research and gathered information to support audit findings and recommendations, contributing to accurate assessments and tax compliance. Communicated effectively with taxpayers and their representatives to request additional information, answer questions, and resolve issues related to trust accounts. Demonstrated strong attention to detail, analytical skills, and the ability to work in a fast-paced environment with a commitment to maintaining the highest ethical standards.

### Mortgage Closing Officer

Royal Bank of Canada | Kelowna, BC

May 2021 – Sept 2021

Conducted comprehensive reviews of loan documentation to identify and resolve discrepancies, mitigating potential errors and ensuring the accuracy of loan terms and conditions. Assisted in the preparation of closing disclosure documents, settlement statements, and other essential paperwork, meticulously verifying accuracy to prevent delays or discrepancies.

### Basketball Official

Kelowna Minor Basketball Association | Kelowna, BC

Sept 2015 – Sept 2020

Officiated numerous basketball games at various levels, including youth, high school, and recreational leagues, ensuring fair play and adherence to the rules. Maintained a professional demeanour and impartiality throughout games, earning the respect of players, coaches, and spectators. Contributed to the development of local basketball officiating associations by mentoring and providing guidance to new and aspiring officials.

## EDUCATION

### Computer Science

Langara College | Vancouver, BC

December 2024

## SKILLS

Software Languages: Java, JavaScript, HTML, CSS, React

Interpersonal: Creativity, Problem Solving, Resilience

## EXTRACURRICULAR

2023 British Columbia Premier's Award for Indigenous Youth Excellence in Sport

2022-2023 Langara College Men's Basketball Sportsmanship Award recipient

2023 North American Indigenous Games U16 Boys Coach

Gathering Our Voices Indigenous Youth Event Facilitator