

Samuel Chen, CAPM

Ryerson University – Business Management (Global Management Major)

Toronto, Ontario, Canada

Hyperlinked Information:

 647-248-1667

 samuelchen1213@gmail.com

 Book List & Notes

EDUCATION

BCom: Business Management (CGPA: 4.1/4.33)

Ryerson University

2019 – 2023

- Dean's List (2019 – 2020)
- Major: Global Management Studies
- Pursuing *Finance* and *French* minors

EXPERIENCE

Strategy & Brand Intern

The Ten Gems Foundation (NPO)

03/2020 – 11/2020

Achievements & Tasks:

- Collaborated on the Corporate Identity System plan which laid the foundation of the organization's *vision*, *mission statement*, and *core policies*.
- Spearheaded and lead the new Activity Identity Plan, which developed the *strategies* of projects and processes such as member acquisition and orientations.
- Streamlined HR processes with competency in advanced Excel (conditional formatting, data tables, and etc.)
- Interviewed and participated in meetings with upper management and key stakeholders to ascertain the vision, core principles, and information necessary to develop the brand.

Software Engineering Intern

Open Learning Exchange

06/2019 – 8/2019

Achievements & Tasks:

- Underwent rigorous *agile* software development and QA testing with JavaScript, TypeScript, and Sass in the Angular framework to produce iterative features for the product.
- Lead a group of aspiring interns by communicating the organization's software and processes as well as monitoring their progress.
- Communicated with international teams to brainstorm new features and goals of the organization in weekly product meetings.
- Learned and applied skills in Raspberry Pi, CouchDB, and VirtualBox to create development environments.
- Utilized Vim, Bash, and Docker to construct and test services as multiple containers on ARM architecture running Debian.

Co-Founder

UP Marketing

06/2018 – 6/2019

Achievements & Tasks:

- Assisted E-Commerce and local businesses to promote growth in brand exposure, market reach, and revenue.
- Promoted businesses through knowledge in Facebook/Instagram ad manager, Google SEO, Google Analytics and web development.
- Designed and developed user-friendly websites and engaging posts.

Director of Fundraiser and Competition

DECA Vaughan

09/2016 – 06/2018

Achievements & Tasks:

- Organized and planned creative events to raise funds to substantively decrease the cost of going to international competitions.
- Increased subsidies by 40% as Director of Fundraiser
- Trained and prepared general members of DECA for regional, provincial, and international competition through strong communication skills and planning and design of training sessions
- Increased qualified international competitors by 60% as Director of Competition.

SKILLS

Product Management

- Advanced Microsoft Office
- Excel and SPSS
- Tableau
- Python: NumPy, Matplotlib
- SQL
- Product prototypes: Adobe XD and InVision
- Business Development and Business Strategy
- Customer and Stakeholder Interviews
- Notion
- Agile methodology
- Quality assurance
- Project Management frameworks

Certificates

- Associate in Project Management Certificate ([Link](#))
- Tableau ([Link](#))
- Certification for Accessibility and Customer Service Standards ([Link](#))
- Standard First Aid – CPR Level C & AED