

# Wu Meile

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## EDUCATIONAL BACKGROUND

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- **University of Alberta** 2012/09-2017/06
- Degree: Bachelor of Arts
- Major: Economics with Mathematics Minor
- Awards: University of Alberta Academic Excellence Scholarship (2012)
- Faculty of Arts Academic Excellence Scholarship (2012)
- International Student Scholarship (2012)

## WORKING EXPERIENCES

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- **Japonais Windermere** 2023/01-current
- Sushi Chef*
- ✧ Dedicated and skilled Sushi Chef with around two years of experience in crafting exquisite and authentic Japanese culinary creations.
  - ✧ Proven expertise in preparing a diverse range of sushi dishes, including Nigiri, Sashimi, Maki, and specialty rolls.
  - ✧ Adept at ensuring the highest standards of food quality, presentation, and taste
- **Canada Life** 2021/07-2022/12
- Financial Advisor*
- ✧ Develop financial advice plans for clients based on their own property size, quality of life, expected income goals, risk tolerance and other relevant information to ensure their financial independence and security
  - ✧ Guide clients in completing their policy information on the computer and ensure the accuracy of the information
  - ✧ Develop hundreds of clients and provide insurance coverage and financial management for over 60 families, ranking 3rd in the team for newcomers
- **Nagoya Restaurant** 2019/11-2021/03
- Sushi Chef*
- ✧ Trained new employees on the work requirements of etiquette and hygiene, such as hospitality etiquette, dress code, table hygiene, meal delivery and other work instructions and regulations
  - ✧ Checked if the equipment was running properly, such as range hoods, ovens for frying things, rice cookers, water dispensers, telephones at the front desk, card machines, televisions, etc., and if there was a problem, contacted the staff to fix it in time to ensure the operation
  - ✧ Planned and organized a successful "Japanese food competition", made a reputation for the restaurant and increased the customer flow from 100+ customers to 150+ customers per day
  - ✧ Developed new and popular dishes, successfully attracted a large number of customers, and the net income increased from 4,000 to 7,000 per day
- **The Daily Planet** 2017/02-2019/08

### *Supervisor*

- ✧ Recorded the store income and expenses, arranged staff schedules, positions and assigned staff tasks
- ✧ Checked the store operation facilities, sanitation, supplies, stocking and inventorying of goods regularly
- ✧ Made a stable and long-term order for the store, and increased the store's net income by 2,000 per month
- ✧ Developed a very stable clientele, and formed a stable and increasing customer flows compared to the past

### ➤ **The China Securities**

2015/05-2015/07

### *Intern*

- ✧ Worked on traditional economic businesses, such as: helping customers open accounts, collating and saving customer information, inquiring and meeting customer needs, etc.

## **EXTRACURRICULAR ACTIVITIES**

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- Visited elders and performed shows for elders in Edmonton Chinatown Care Centre and Chinese Seniors Lodge 2015-2016
- Sorted and packed items in the recycling bin in Reuse Centre 2015-2016
- Did environmental cleaning work in William Hawrelak Park 2015-2016
- Participated in and danced at UA School Christmas Party 2014/12

## **SKILLS&INTERESTS**

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- ✧ Tools: Microsoft Excel (V-lookup, Logical Functions, Statistical Functions, Financial Functions, etc.)
- ✧ Interests: meditation, singing, reading philosophical books, photography, etc.