Jacob Tan

Engineering Student

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Profile

Motivated student seeking to gain real-world experience and build professional skills. Proven ability to complete tasks on time in both independent and team environments. Eager to learn, adapt, and contribute to a productive workplace.

Experience

- Robotics Club Executive [Sept/2021] – [April/2024]
  - Supported club operations by assisting the president, and coordinating team logistics for competitions.
  - Acted as a mentor and group instructor, helping members form teams, troubleshoot builds, and prepare for events.
  - Led community-building efforts by connecting with junior students, creating icebreakers, and managing club promotions and advertising.
- School Volunteering (Host Club) [Oct/2022] – [April/2024]
  - Assisted with food preparation, serving, and event setup and takedown during school-hosted functions.
  - Acted as a waiter and food cart assistant
  - Guided attendees as a volunteer navigator, ensuring a welcoming atmosphere.
- Royal Canadian Army Cadets [July/2019] – [May/2021]
  - Gained experience in discipline, leadership, and teamwork through structured training, assemblies, and field exercises.
  - Competed as a member of the Marksman Team, developing focus, precision, and firearm safety skills through regular training and competition.
- Line Cook/Dishwasher [Mar/2020] – [July/2020]
  - Assisted with food prep including chopping, and stocking stations
  - Washed and sanitized dishes, cookware, and kitchen equipment efficiently
  - Adapted quickly to changing priorities and supported team wherever needed

Education

-University of Alberta Faculty of Engineering Student | Fencing Club

Skills/Interests

- Food Safe level 1
- WHMIS Certification (online)
- Unity/Roblox Studios
- Standard First Aid: CPC-C AED
- High School Police Program
- Coding (Main Language: Python | Basic knowledge on C#, C++, and Luau)

Languages

- English, Cantonese , Mandarin

References available upon request