

# Jonathan Chong

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## Skills Profile

- Revit 2020, AutoCAD 2020, SketchUp, Microsoft Suite, Adobe Dreamweaver, Video Editing
  - Quick Learner and Effective at Adapting to New Situations
  - Knowledge of Referencing the Ontario Building Code
  - Excels in Individual Work
  - Works well with Groups
  - Competent Typist and Meticulous Attention to Detail
  - Enjoys Challenges & Learning New Techniques
  - Creative Problem Solver
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## Education

### Architectural Technology Co-op Program

Sheridan College, Hazel McCallion Campus

September 2017 - Present

### Art Fundamentals Certificate (1 Year)

Sheridan College, Oakville Campus

- Nominated for 3D Design Award

January 2017 - August 2017

### Ontario Secondary School Diploma

IONA Catholic Secondary School, Mississauga

September 2017 - June 2015

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## Work Experience

### Architectural Technology Co-op Student

Mississauga, Ontario

Summer 2018

- Assisted in preparation of drawings for landlord approval
- Prepared construction documents for building permit and tender documents
- Updated Second Cup standard documents
- Coordinated and reviewed architectural and consultant drawings
- Effective communication with my supervisor

## Work Experience Continued

**Home Renovation Assistant**

Summer 2017

Mississauga, Ontario

- Worked under the supervision of a contractor when demolishing a wooden deck
- Learned about safety on the jobsite and how to handle/store material
- Trained and occasionally used the miter saw
- Being flexible with design changes to accommodate the client's needs
- Finished the remainder of the project independently
- Properly disposed materials afterwards

**Independent Contractor**

2013 - Present

Mississauga, Ontario

- Assisting seniors in the neighbourhood with various tasks
  - Routinely lawn-mowing, shoveling driveways, landscaping, garden maintenance
  - Buying groceries, accompanying on errands, interior home maintenance
- Both self-taught and trained with using different tools to complete tasks
- Received a lot of feedback which enabled me to become more efficient

**Volunteer Experience**

Usher, St. Francis of Assisi

2015 - Present

- Helps out at weekly Mass
- Trained as a Head Usher in preparation to lead a team of Ushers
- Attended other Mass times to accommodate during shortages
- Maintaining friendly relationships with the community, greeting & closing
- Handling of money after collections

**References and Portfolio Available upon Request**