Zilin Ye

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SKILLS:

Language: English, Mandarin Chinese
Programming Languages: C++, Python, HTML, CSS, SQL
Software: SolidWorks, Arduino IDE, MATLAB
Tools: Microsoft 365, Google Suite, Azure Cloud Services. Github, Canva, Figma
Soft Skills: Product Prototyping/Development, User-Centered Design, Data Analysis/Visualization

WORK EXPERIENCE:

Recruitment & Marketing Associate - Faculty of Engineering
University of Waterloo | Waterloo | September 2024 - December 2024

- Maintained accurate records of event outcomes, and **composed detailed reports/presentations** using Microsoft Excel and PowerPoint to enhance future recruitment strategies and improve participant satisfaction
- **Developed and conducted detailed training sessions** for over 170 student ambassadors and future interns, enhancing effectiveness in workflow
- **Resolved student inquiries, collected and analyzed student feedback** to refine event strategies
- Collaborated with cross-functional teams to **organize multiple recruitment events on a tight timeline,** ensuring effective communication and successful execution

Assistant Manager
Foodie Fruitie | Waterloo | March 2019 - April 2024

- Managed day-to-day operations, including **staff training and addressed technical challenge**s with POS systems, improving efficiency and minimizing downtime
- **Managed multiple priorities** such as staff schedules, customer inquiries, and inventory management in a fast-paced environment
- **Programmed and maintained a customer-focused website**, increasing engagement and improving communication

Solution Developer
Microsoft | Waterloo | May 2023 - August 2023

- **Designed scalable workflows and maintained detailed project documentation** to support compliance and quality assurance processes
- **Collaborated with IT specialists to align technical requirements** with project objectives, showcasing adaptability and clear communication

PROJECTS:

Spine Biosticker
C++, Arduino IDE

- Ensure a safe range of post-surgery spine movement with BMX160 9-axis sensors programmed in Arduino
- **Conducted research on targeted users** and translated user needs into technical requirements, utilizing sensors and software for effective prototyping and testing

Exercise Equipment Prototype
Engineering Design Process and Prototyping

- **Developed detailed project schedules and timelines** to ensure on-time completion of key milestones for the design and testing phases
- **Documented project progress** and presented updates to supervisor, demonstrating strong organizational and communication skills
- Applied product development principles to create adaptive solutions that addressed specific user needs, integrating feedback into the design process

EDUCATION:

University of Waterloo | Expected May 2027
Bachelor of Applied Science - Biomedical Engineering
Relevant Courses: BME 361 Medical device regulations: ISO requirements, Health Canada (MDALL) and FDA requirements