

ANNARY HEM

Edmonton, AB | 780-994-4448 | annary@ualberta.ca

HIGHLIGHTS

- WHMIS 2018 certification
- TCPS2: Core research ethics certification
- Experience creating a mock HACCP plan for a food production company as part of a major class project
- Experience using Compusense software for sensory evaluation

EDUCATION

Bachelor of Science, Nutrition and Food Science

Sept 2016 – Dec 2020

University of Alberta, Edmonton, AB

- Minor in Physical Activity
- Relevant coursework: Communication Fundamentals, Food Microbiology, Food Chemistry, Principles of Sensory Evaluation of Foods, Food Fundamentals and Quality

WORK EXPERIENCE

Customer Consultant, The Body Shop, Edmonton, AB

Aug 2018 – Present

- Delivered excellent customer service and assisted with customer needs through application of product knowledge and interpersonal skills
- Assisted with visual merchandising and inventory management
- Collaborated with team to support the achievement of sales targets

Server, Ruamit Thai Restaurant, Edmonton, AB

Jan 2017 – Feb 2018

- Accurately recorded orders and served food and beverages for up to 13 tables, which accommodated 30 customers
- Hired and trained two new waiters on restaurant protocols, guest service expectations, efficient and safe food handling
- Assisted kitchen staff by preparing ingredients and appetizers, whilst adhering to food safety standards

LEADERSHIP EXPERIENCE

Advisory Committee Member, University of Alberta, Edmonton, AB

Sept 2019 – Apr 2020

- Represented as a voice for the student body to the Office of Registrar by critiquing admissions processes, financial assistance, online accessibility, and student resources
- Provided feedback and input regarding any decisions that directly impacted students
- Acted as part of a focus group for various on-campus partners

President of Logistics, Edmonton World Health Organization Jan 2019 – Apr 2020

- Engaged in logistical planning matters, including venues, catering, merchandise, and entertainment, for an event that hosted up to 50 people
- Served as liaison with on-campus and third-party vendors on event-related matters
- Created reliable financial reports and planning event timelines/deadlines

Vice President of Marketing and Promotions Director, Healthnuts Club, Edmonton, AB Sept 2017 – Apr 2020

- Initiated effective advertising and volunteer recruitment strategies that increased event engagement by 80%
- Manage social media accounts (Facebook, EventBrite, email)
- Collaborated with executive group members to prepare and direct monthly cooking events that hosted up to 25 participants

VOLUNTEER EXPERIENCE

Note Taker, University of Alberta Accessibility Resources, Edmonton, AB Jan 2019 – Dec 2019

- Transcribed verbally presented information onto computerized PDF format for students with disabilities or medical conditions

Constituency General Volunteer, Government of Alberta, Edmonton, AB Jul 2018 – Aug 2018

- Assisted MLA office team in hosting and set-up of large-scale community events such as community meals, community engagement, and volunteer recruitment
- Door-knocking to foster relationships with community members and promote awareness of campaign
- Monitored social media engagement and implemented new communication strategies to reach wider audiences

General Assistant, Skyline Property Management Inc., Edmonton, AB Jun 2017 – Dec 2017

- Efficiently prepared documents such as letters of notice, invoices, meeting minutes
- Assisted in Condo Board inspections of residential properties to ensure compliance to bylaws
- Answered central-line telephone and acted as information and communication distributor for the office to maintain efficiency

General Volunteer, Laurel Heights Retirement Residence, Edmonton, AB Nov 2015 – May 2016

- Facilitated and lead activities such as brain games, crafts, sports, and movie nights for groups of up to 15 people
- Assisted in organizing special events such as birthdays and sporting tournaments
- Prepared and served beverages during meal times