



KAIMANLIN YAO

CONTACT

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EDUCATION

Community College of Denver - Denver, CO

Associate of Science in Biology

2016-2018

University of Colorado Denver - Denver, CO

Bachelor of Science in Biology

2018-2020

Metropolitan State University of Denver, CO

Master of Science in Nutrition and Dietetics

Expected Graduation Summer 2023

SKILLS

- Progressive experience in wellness facility management with strong team-building background
- Exceptional interpersonal & communication skills with extensive experience in both educational and clinical settings
- Excellent capabilities to multitask with efficiency
- Advanced computer skills for documents development and data analysis; Willingness to learn web designing.

CERTIFICATIONS

CPR, AED, EMT

WORK EXPERIENCE

CU Denver Student Wellness Center-Denver,CO

Facility Supervisor, 08/2019 to 08/2021

- Monitored safety compliance to maintain strict standards and protect team members from harm.
- Maintained physical condition of facilities, applying available resources and personnel to achieve clean and welcoming environment.
- Supervised daily operations, including employee performance, preventive maintenance, and safety.
- Planned public events and developed departmental project plans and marketing strategies.

Key Contributions:

- Successfully achieved supervision goals of training more than ten candidates to become facility group leaders.
- Perfecting facility protocols for conflict solutions and established a vigorous and supportive team.

Auraria Higher Education Center-Denver, CO

Teacher's Assistant, 07/2016 to 05/2018

- Worked with children 2 to 5 years old. Implemented behavior, modeling and specialized teaching techniques to teach social skills, conflict management techniques and study approaches.
- Supported head teacher in organization, classroom management, and development of children's skills.
- Facilitated a positive learning environment by helping children to reach personal potential at an early stage.
- Collaborated with teachers to devise and implement developmentally appropriate lessons.

Volunteer experience:

Confucius Institute At Community College Of Denver - Denver, CO

01/2016 to 10/2020

- Developed and implemented activities and special cultural events.
- Taught basic communication skills by using a foreign language.
- Facilitated student goal setting and goal achievement.

University of Colorado Hospital - Denver, CO

10/2019 to 12/2021

- Assisted disabled clients in any way necessary to facilitate independence and well-being.
- Worked to improve and enhance patient lives through effective and compassionate care.
- Demonstrated respect, friendliness, and willingness to help wherever needed.