

# Leila Feng

3534 Avenue Lorne, Montreal, QC H2X 2A6 (current)  
28 Birkendale Drive, Kanata, ON K2K 2X6 (permanent)  
primary: 613-314-9745, secondary: 613-778-8704  
leila.feng@yahoo.ca

## Key Qualifications

- Languages: English and French – bilingual (Diplôme d'Études en Langue Française: level B2 certified with 83,50/100), Mandarin – spoken
- CPR-C, first-aid, and AED certifications from City of Ottawa
- WHMIS (Workplace Hazardous Materials Information Systems), HWM (Hazardous Waste Management), and Biosafety certifications from McGill University
- McGill University greenhouse lab safety certification
- Programming languages: Java, R, shell scripting
- Operating Systems: Windows, Mac OS X, Unix/Linux
- Microsoft Word, Excel, Powerpoint
- Ontario Driver's license (G2)

## Education

**Bachelor of Science: Major concentration – Biology (Human Genetics),** Sept. 2015 – Present  
**Minor concentration – International Development Studies**  
**Dean's Honour List**  
McGill University  
Montreal, QC

## Work Experience

**Bioinformatics Lab Research Assistant** May 2017 – Present  
McGill University & Genome Quebec Innovation Centre – McGill University, Montreal, QC  
-Apply new STR detection method on twin whole-genome sequence data sets  
-Use MUGQIC pipelines to analyze SNPs in twin whole-genome sequence data sets

**Biology Research Lab Technician Assistant** Jan. 2016 – Present  
Hendry Lab – McGill University, Montreal, QC  
-Work weekly to clean equipment and ensure functionality  
-Perform water tests and changes for fish tanks, keep track of fish deaths and births, feed fish  
-Collaborate with PhD and post-grad students as well as lab coordinator to ensure optimal upkeep of lab

**Camp Coordinator** July 2016 – Sept. 2016  
City of Ottawa, Kanata, ON  
-Prepared daily schedules & delegated tasks to counselors, while fulfilling counselor responsibilities  
-Greeted parents and ensured registration paperwork and waivers were filled  
-Maintained appropriate contact with parents when necessary via phone calls

**Exchange Participant Manager** Feb. 2016 – Sept. 2016  
AIESEC McGill – McGill University, Montreal, QC  
-Assisted interns through the entire application and internship processes  
-Frequent communication (via email) with organizations around the world to ensure intern placement  
-Was the first line of communication between interns and AIESEC and ensured internship quality

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## **Camp Counselor**

City of Ottawa, Kanata, ON

- Worked full-time with children ages 3-12 in generalized and specialized camps (dance, swim, preschool)
- Responsible for health, safety, discipline, and enjoyment of campers throughout the day

July – Sept. 2014 – 2016

## **English Tutor**

Simmons Academy, Kanata, ON

- Taught 3 students living in China weekly through Skype and made specialized lesson plans (for reading and speaking)

March 2012 – Jan. 2015

## **Volunteer Experience**

**Fundraiser Assistant**, Earl of March Secondary School (EOM) – Kanata, ON

Dec. 2011 – 2015

**Canadian Blood Services Organizer**, Blood Clinic at EOM – Kanata, ON

April 2014

**Gift Organizing Assistant**, Toy Mountain – Ottawa, ON

Dec. 2013

## **Most Recent Achievements**

McGill Faculty of Science Academic Scholarship Recipient

Nov. 2016

Earl of March Secondary School (EOM) French Immersion certificate

June 2015

Earl of March Secondary School (EOM) Silver Honour Society

June 2012 – 2015

Associated Dance Arts for Professional Teachers Inter. 2 Jazz Examination (Commended)

Feb. 2015

Royal Academy of Dance Advanced 1 Ballet Examination (Merit)

April 2014

Royal Conservatory of Music Grade 8 Piano Examination (First Class Honours)

March 2012

## **Leadership**

**Choreographer and dancer in Alegria Contemporary Ballet Company**

Sept. 2015 – Present

McGill University, Montreal, QC

-Choreograph dances and lead warm-up

-Meet with group at least 6 hours per week, to lead up to two big performances per year

**Leader of the Global Awareness Club**

Sept. 2014 – June 2015

Earl of March Secondary School, Kanata, ON

-Led weekly meetings and monthly fundraisers

**Link Crew Leader**

Sept. 2013 – June 2014

Earl of March Secondary School, Kanata, ON

-Led and supported 10 grade nine students during their first year of high school with activities and social events