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Kotei Aoki

Builder of future

SKILLS

Diversity Workforce

Adapt to cultural diversity | Public relations
Volunteer management | Group Fitness
Membership recruitment | Youth Coach

Teachable Subjects

Volleyball | Mathematics | Statistics | Physics
Art of War | Journalism | Remote Access
Media Streaming | Quantitative Data Analysis
Environmental Conservation | Emergency Care

Global Regulatory Compliance

Sustainability Project Management
Compliance Remediation | Gap Analysis
Advertisement & Promotion | Medical Device

Adventures Specialties

Alpine Skiing | Flatwater Canoeing
Quetico Provincial Park | Boundary Waters
Garibaldi Provincial Park | Backcountry

Office Suite

Word | Spreadsheet | PowerPoint | Publisher

System Admin

Linux | Mac | Windows | Raspberry Pi | Jetson

Database Management

JSON | Relational DB (RDB) | XML | Shapefile

Scripting

Javascript | SQL | PERL | Python | LaTeX

Efficiency

Regular Expression | Bash

Quantitative

MATLAB | Octave | SAS | R | SPSS

Visualization

Google API | GIS | GNUplot

Multimedia

Audacity | Photoshop | GIMP

Language

(Proficiency)

English / Japanese (*Bilingual*)

Mandarin / French / American Sign Language (*Elementary*)

ACE Guided Group Fitness Instructor

*Continually learn about body mechanics, physical therapy, health and fitness research
Adapt to abilities, needs, and demography of the participants
Help maintain equipment and teach the special classes*

Head Coach

*Management - managing motivation, scheduling, culture of respect and trust
Development - training athlete, assessing skills, teaching skills, teaching teamwork
Applies Sun Tzu's Art of War concepts to coaching technique
Trains the champions and the leaders
Strives to improve as a coach and as a team player*

Regulatory Affairs Specialist

*Expert in premarket notification: proactively address recurring FDA inquiries
Adapt to the global regulatory requirements
Trained and mentored new specialists to become the subject matter experts
Assessment of risks, product complaints, and field feedback for product improvement
Helped problems around the office and ensured the productivity at work*

Database Programmer

*Big data processing
Self taught programmer*



Insight from the multivariate and descriptive statistics, and visualizing the data
System administration and administration of the relational databases
Characteristics study in the application of automation

Volunteer Stable Manager

Managed volunteer resources to maintain stalls, helped direct new volunteers with tasks, and facilitated therapeutic lessons at each evening shift
Taught the basic equine care and barn care for the new volunteers
Selected as the Volunteer of the Month in the third month of involvement

EXPERIENCE

OWEN COUNTY FAMILY YMCA

Group Fitness Instructor
08/2016 to PRESENT

COOK INCORPORATED

Regulatory Affairs Specialist
01/2013 to 11/2018

TIER TEN VOLLEYBALL CLUB

HOOSIERLAND VOLLEYBALL CLUB

GIRLS INC. OF MONROE COUNTY

Head Coach
01/2014 to PRESENT

INDIANA UNIVERSITY

Information Technology Group

Database Programmer
05/2010 to 11/2011

PEOPLE & ANIMAL LEARNING SERVICES

Stable Manager
05/2014 to 08/2016

EDUCATION

INDIANA UNIVERSITY (2010-2011)

Master of Public Affairs
Diversity Workforce Management
Public Management
Policy Analysis

STONY BROOK UNIVERSITY (2004-2008)

Bachelor of Science
Applied Mathematics and Statistics
Behavioral Economics
Science and Technology Ethics

CERTIFICATION

First Aid/First Responder, Wilderness First Aid/First Responder
Adult/Child/Infant CPR/AED, Oxygen Tank, Bloodborne Pathogen
Zumba Toning, Step Zumba, Aqua Zumba, Zumba Kids & Kids Jr.