

MELISSA BEYNON

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PROFESSIONAL EXPERIENCE

Durham College Centre for Food – Farm Fields & Greenhouse May 2018 - April 2019

- Greenhouse & field production of fruits, herbs, vegetables & flowers. Personal focus on IPM program for apple orchard and greenhouse, fertilization, and development of permanent herb garden for culinary programs. Conducted greenhouse tours and outreach programming for elementary and secondary students. Created herb & flower bouquets each week for sale in The Pantry, Durham College's boutique that showcases artisanal products to the public. Employment ended upon graduation from Horticulture Technician program. Recipient of the 2018 Cullen Scholarship, through Landscape Ontario

Walmart Canada 2014-2017

- Promoted to full-time Claims Associate in November 2015, reduced open claims by 80%
- Process high volume merchandise returns, including manufacturer requests & product recalls
- Keep accurate records of all open claims, maintaining a less than 45 day completion rate
- Instituted corporate donation program at Ajax location – designate & separate items for charitable donation (Food Bank of Canada & Salvation Army of Canada). Proud to state that donations averaged \$6000 per month (all items that were previously disposed of in landfill)

EDUCATION & TRAINING

Horticulture Technician, Durham College

Graduated with honors, 2019

- Studies completed include Arboriculture, Integrated Pest Management, Greenhouse Management, Nursery Operations, Entomology & Plant Pathology, Woody Deciduous & Evergreen Trees, Parks & Turf Management, Annual & Herbaceous Perennials, Equipment Operation & Maintenance, Horticulture Principles & Sustainable Practices, Landscape Planning, Introduction to Soils for Agriculture & Horticulture, Historical & Contemporary Landscape Management, Topics in Horticulture, Sustainable Garden Concept, Greenhouse Structure & Construction I & II

Project Management, Graduate Certificate

Centennial College

Graduated August 2014

- Internship with Strategies for the Environment (provide consulting, policy implementation, auditing services for ISO 9001, 14001, OHSAS 18001, DWQMS, TRA, GHG Emissions Management) where I completed projects that: optimized the corporate website to a more user-friendly model; researched, developed and implemented a new corporate CASL policy; assisted with the creation of new courses for on-site and online delivery, including e-commerce registration; instituted regular social media use, via Twitter & Facebook; established weekly Mail Chimp mail outs, including the creation, writing and delivery of new seasonal newsletter
- Team Member GEO Language & Culture Exchange – Universidad de Tecnológica, Cancun, August 2014

Environmental Protection Technology, Ontario College Advanced Diploma

Centennial College

Graduated April 2013

- Ministry of the Environment, ELC Water Operator Course; certified OIT Wastewater Treatment Facility, Wastewater Collection Facility, Drinking Water Treatment, Drinking Water Distribution & Supply
- Walkerton Clean Water Centre – Operation of Conventional Treatment Processes Certificate; CEU's in Leak Detection, Chlorinating & Dechlorinating New Watermains, Maintaining & Calibration of Lab Equipment, Watermain Tapping, Confined Space Safety, and Fire Hydrant Inspection & Maintenance
- Member of Environmental Student Society (Great Canadian Shoreline Cleanup & Audit), President of Centennial's Water Environment of Ontario chapter

- Professor's Assistant – graded final exams, and lab & term reports for Civil Engineering & Hydrology courses (both during the program and post-graduation)

Revision Officer – Town of Ajax 2014

- Educated voters about the Town of Ajax's new computerized voting procedures , and facilitated the voting process for those who required assistance
- Made revisions & additions to Town of Ajax voter's list; maintained privacy of voters, as well as integrity of electoral process

COMMUNITY INVOLVEMENT

Winner of the 2018 Town of Ajax Environmental Community Award – awarded for my involvement in the Environmental Advisory Committee, and my dedication to St. Andrew's Community Garden. Certificates of Appreciation from the Municipal, Provincial & Federal governments

St. Andrew's Community Garden

- Resurrecting the Ajax Children's Garden Club at St. Andrew's Community Garden in 2019
- Communications Coordinator (2015-2018) Implementation of new monthly Member's Newsletter (including design, production & delivery to over 80 members, as well as past members and countless community partners); garden representative at community events; administrator of community Facebook page
- Maintenance Coordinator (2015-2018) - general maintenance, compost monitoring & water supply; supervisor of all volunteer activities, including volunteer hour's record-keeping. Lead for corporate volunteer program, including new partnership with Youth Justice Department; mentor to local Mormon missionary volunteers since summer of 2014
- Event Coordinator (2017-2018) – planned social & educational events for garden members. Highlights include Black Duck Wild Rice Tour & Harvest, tours of various local food initiatives in Durham Region (including the fields & greenhouse at Durham College), instituting annual summer harvest pot-luck, and guest speakers with a wide variety of topical subjects, such as Preparing Your Garden Each Spring, Making the Most of Your Harvest With Preservation Techniques, Beekeeping, and Vermicomposting
- Food Bank Coordinator (2018) – design, planning & planting of 2018 Food Bank plots. Volunteer coordinator for maintenance, harvesting & delivery of over 1800 pounds of produce to various Food Banks in Ajax
- Garden Member since 2013 – Plot #31, Ajax in Bloom nominee for 2017

Town of Ajax – Environmental Advisory Committee

- Appointed in February 2015 to the Environmental Advisory Committee for a four-year term
- Working as part of a team in order to promote the preservation, conservation, protection and enhancement of the natural environment in the Town of Ajax
- Team assists the Town, the Toronto & Region Conservation Authority and the Central Lake Ontario Conservation Authority with the implementation of community projects such as tree plantings, and the installation of large-scale pollinator gardens throughout Ajax
- Examine and comment on Town policies related to environmental issues, in keeping with the Town of Ajax Strategic Plan
- Provide input & support to EAC's and environmental initiatives from other municipalities & regions; our committee successfully hosted the 2016 Provincial Environmental Advisory Committee Annual Symposium