

Bathey Fong

Experience

[redacted] - present Feeling Safe Being Safe Honolulu, HI

Business Owner

- Prepare equipment, emergency kits and supplies
Manage training preparation and requirement
Follow-up with clients, business representatives on availability and appointment reminders
Use of Microsoft Word and Excel to create sign-in sheets, worksheets, and surveys

[redacted] - present UH Department of Disability Studies Honolulu, HI

Assistant

- Emergency preparedness and disaster training
Put together packets which include printing and organizing worksheets
Train new trainers on Feeling Safe, Being Safe program

[redacted] - present Self-Advocacy Advisory Council Honolulu, HI

President

- Help people with disabilities find jobs and be self-advocates
Run meetings, organize agendas, prepare documents and oversee given assignments
Giving speeches on the importance of SAAC, who we are, what we do and the people we serve
Train members on S.A.A.C-I.S.P booklet, leadership, and healthy living
Encourage community participation through outreach and volunteering

Other Positions held:

- Voted Treasurer in [redacted]
Voted Vice President in [redacted]
Voted President in [redacted]

[redacted] - present Lanakila Pacific Honolulu, HI

Volunteer Tour Guide

- Show people around the Teaching and Learning Center
Explain the programs goals and objectives

Previous positions held:

Receptionist

- Answering phones
Sign-in Visitors
Stamping mail
Filing

[redacted] Catholic Charities Honolulu HI

Volunteer

- Shredding documents

# Bathey Fong

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## References

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