

LINDSAY COULBY

594 Rosmere St. Oshawa, ON L1J 5H7

Phone: 289.388.6008 lindsay.coulby@hotmail.com

Personal Skating Achievements

Competed at two National Championships in Pairs

Competed at Provincial Championships in Singles

Junior Pair Competitive Test

Pre-Novice Singles Competitive Test

Triple Gold Test (freeskate, skills and dance)

Guest performer at various club ice shows

Performed in "Celebration on Ice" ice show

Coaching Status

Certified Regional Coach - STAR

Current First Aid and Police Check

Experience

Professional Coach

Bowmanville Figure Skating Club 2016 to present

CanSkate and Pre-Can group coach
Junior and Intermediate STAR 1-5 group coach
Off-ice instructor
Choreography for club ice show

Oshawa Skating Club 2016 to present

CanSkate and Pre-Can group coach
Choreography for club ice show

Orono Figure Skating Club 2013 to 2016

Assisted with on ice implementation of new CanSkate program including use of circuits, skill progressions, fast track and fundamental zones.

Directed Program Assistants as required within groups

Assisted with warm-up and cool down

Junior Star 1 group coach

Choreography for club ice show

Skating Volunteer Work

Judged at regional competitions

Program Assistant on Whitby FSC CanSkate program

Leader for CanSkate ice show numbers

Ice captain at regional competitions

Other Work Experience

Administrative Assistant/Accounts Receivable (full-time)

2009 to present

Canadian Industrial Fire Protection Co. Inc., Ashburn, Ontario

- Extensive knowledge and use of Simply Accounting software, Excel and Word
- Responsible for high volume cash flow and weekly bank deposits
- In charge of managing accounts receivable and payable
- In charge of national retail accounts and subcontractors across Canada

Communications Assistant

April to August 2012

Durham College Oshawa, Ontario

- Accountable for managing the internal communications website, which included organizing, prioritizing and producing content for the internal website for Durham College's employees daily
- Produced feature stories for Durham College's external and internal websites and microsites