

TRISTAN MARCOUX

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SUMMARY

Bilingual Commerce graduate specializing in Business Technology Management with experience in research, data analysis, program development, and stakeholder engagement across municipal, not-for-profit, community, and federal environments. Skilled in analyzing information to develop evidence-based recommendations and actionable solutions. Experienced in communicating to stakeholders, supporting organizational decision-making, and managing projects in high-responsibility environments. Strong analytical and communication abilities, demonstrated through multiple regional and national mathematics and public speaking competition achievements, combined with experience in high-responsibility federal and community leadership roles.

WORK EXPERIENCE

Director of Volunteer Recruitment, Community Association Dec 2025 - Present

- Lead end-to-end volunteer recruitment, onboarding, and retention strategy for a community organization
- Coordinate field teams of 40+ volunteers across community programming events
- Build partnerships with residents, local groups, and municipal partners
- Driving stakeholder alignment and board-level meeting coordination

Neighbourhood Profile Analyst Co-op, Eastern Ottawa Resource Centre (EORC) Oct 2024 - Apr 2025

- Conducted neighbourhood-level data analysis to support community planning and decisions
- Synthesized demographic, socioeconomic, and geospatial datasets from Statistics Canada and open government sources into structured reports
- Presented findings to organizational leadership, translating complex data into accessible, evidence-based recommendations

Page, House of Commons of Canada Aug 2022 - Aug 2023

- Supported senior executives with administrative tasks, including scheduling meetings, managing correspondence, and preparing reports.
- Assisted in the planning and execution of corporate events and client meetings, ensuring a high level of professionalism and attention to detail.

EDUCATION

Honours Bachelor of Commerce Sept 2022 - Dec 2026

Telfer School of Management, University of Ottawa

- Major in Business Technology Management
- Relevant coursework: Information Systems, Digital Strategy, Cybersecurity Management, Business Analytics

Global Leadership & Innovation Program Sept 2019 - Jun 2020

The Knowledge Society

- Foundations in AI, Blockchain, BCIs, Quantum Computing, Machine Learning
- Worked with Kenyan nonprofit Kidogo to expand global strategy

KEY SKILLS

- Bilingual (French/English)
- IBM SPSS Modeler
- Python, html, php, css, js
- Google and Microsoft Suite
- Salesforce Trailhead Foundations
- Information Systems
- Stakeholder Communication
- Problem Solving
- Customer Service
- Community Leadership
- Coachability & Team Player
- Growth-Focused Mindset
- Tolerance to Ambiguity
- Communication & Public Speaking