

## Xin Li

Saskatoon, Saskatchewan

### ARTICLING CANDIDATE

Experienced professional in construction contract document preparation and post contract administration. NCA qualified, MA and LLM in Laws, MBA and MCI Arb. Currently enrolled in the Practice Readiness Education Program (PREP) 2023.

### EDUCATION

Practice Readiness Education Program ( <b>PREP</b> ), CPLED	May 2023 – August 2023
NCA Certificate of Qualification ( <b>CQ</b> ), Federation of Law Societies of Canada	Apr. 2023
Master of Arts in Law <b>MA (Law)</b> , University of Law, UK	Feb. 2023
Master of Laws ( <b>LL.M. Canadian Common Law</b> ), York University, Canada	Dec. 2020
Master of Laws in Arbitration and Distribute Resolution ( <b>LLM ArbDR</b> ), City University of Hong Kong	Oct. 2019

### EMPLOYMENT

**Maple Leaf Canadian Club** Toronto, Ontario 2016 to present, Part-time

Maple Leaf Canadian Club is an incorporated non-profit organization serving immigrant community locally.

#### **Project development officer**

I have been involved in preparing project proposals and entering into legal agreements with government agencies. I have also been responsible for project evaluation and developing strategies in risk avoidance and mitigation.

**Henderson Land Development Co. Ltd.** Hong Kong 2013 to 2014

Henderson Land Development Co. Ltd. is one of the largest property development and investment companies in Hong Kong.

#### **Quantity Surveyor**, in grade of supervisor

Working in the construction department, I have been involved in overseeing contractual aspects of the company's development projects in Mainland China. The duties included:

- Prepare tender document, call for tender, and prepare tender analysis.
- Prepare contract document and participate in post-contract administration.
- Review contractor submissions and provide interpretation of contract to the project team.

Previously I have more than 15 years' work experience in construction contract and cost management with several industry leading companies in Hong Kong, Macau and Toronto ON.

### **HONORS AND AWARDS**

The Queen Elizabeth II Platinum Jubilee Award, given by my district MP, July 2022

Leading Women Building Community Recognition Award, given Member of Provincial Parliament on behalf of Ontario Ministry of Status of Women, March 2018

### **LANGUAGE**

English, Mandarin Chinese, and Cantonese

### **INTERESRTS**

Gardening and travel.