

LAKSHIT KALRA

Peterborough, Canada

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Summary of Qualifications

- Experience working with individuals from various ages, ethnicities, and professional backgrounds, fostering strong interpersonal communication and teamwork skills.
- Excellent leadership and problem-solving skills developed through group and solo projects.
- Capable of adapting to new work environments.
- Can perform any unprecedented task at short notice.

Education

****Honours in Business Administration****

Trent University (2024 - 2028)

****IB Diploma Graduate (2023)****

GD Goenka World School, Sohna

- Score: 25/45 points
- Subjects: Math AA HL, Business Management HL, English HL, Physics SL, Chemistry SL, French AB Initio SL

****IGCSE Board Exam (2021)****

- High Score: 70%
- Subjects: Business Studies, Cambridge International Mathematics, First Language English, Physics, Chemistry, Global Perspective, Hindi as a second language

Work Experience

****Crew Member, Cineplex (Peterborough, Ontario)****

January 2024 - June 2024

- Greeted guests, answered questions, and provided information about movie showtimes, promotions, and ticket prices.
- Prepared and sold snacks and beverages while ensuring food safety standards.
- Sold tickets at the box office, processed payments, and checked tickets upon guest entry.
- Monitored the theatre environment for safety compliance and assisted in crowd control.
- Collaborated with crew members and followed instructions from management.

****Crew Member, Burger Factory (Peterborough, Canada)****

October 2024 - November 2024

- Provided excellent customer service by taking orders, handling payments, and answering customer inquiries.
- Maintained cleanliness and organization in the kitchen and dining areas.
- Assisted in food preparation, ensuring adherence to hygiene and safety standards.
- Worked efficiently in a fast-paced environment to manage peak hours.

Volunteer Experience

****Summer Intern, Pure Pristine Products Private Limited****

May 2022 – July 2022

- Understood the process of creating eBooks using Vellum software.
- Created and uploaded eBooks for Amazon, Apple, and Google platforms.
- Assisted in social media advertising using market intelligence through Facebook's Ad Library.

****Intern, TeenPreneurs****

November 2022 – February 2023

- Conducted cold-calling outreach to influencers through Instagram and email.
- Developed social media strategies to expand brand market reach.
- Collaborated on strategic ideas to improve brand online presence.

****Videographer, Goenka World MUN****

2019 - 2022

- Captured and edited event footage to document MUN conferences.
- Created promotional and highlight videos to enhance event visibility.
- Coordinated with event organizers to ensure smooth media coverage.

Certifications

- Smart Serve Certificate

Core Skills & Strengths

- Leadership – Led a team of 3 videographers at various MUN Events.
- Strong Orator with excellent communication and presentation skills.
- Relationship Building – Skilled at initiating discussions and networking.
- Teamwork – Comfortable working with diverse individuals and cultures.
- Content Creation & Graphic Design
- Videography
- Proficient in Microsoft Office (Word, Excel, PowerPoint)
- Time Management & Problem-Solving Abilities
- Analytical and Interpersonal Skills

Extracurricular Achievements

****Earth Saviours Foundation NGO****

- Organized 'Organized Wardrobe' drive, donating clothing to those in need.
- Received an Appreciation Certificate for contributions to the 'Winter Bowl' food drive.

****Karo Sambhav Organization****

- Certificate of Participation for contributions to the e-waste movement.

****Youth Policy Dialogue 2022****

- High Commendation Certificate for excellence in Research, Leadership, and Diplomacy.

****RoboSpecies Technologies Private Limited (Accredited by International Accreditation Organization, Houston, USA)****

- Participation Certificate in a Robotics Workshop.

****Model United Nations (MUN)****

- Received multiple certificates for videography, media contributions, and participation.
- Recognized for contributions at GD Goenka International Model United Nations Conference 2019.
- Participated in GEMS International School Model United Nations (GISMUN'18).
- Contributed to Go Green with Goenkans environmental initiative.

****School Competitions****

- Secured ****1st position**** in Science Explorer Competition.
- Secured ****3rd position**** in the Sandwich Making competition.
- Contributed to Goenkan TechXplore 2022 event.

Sports

- Certificate of appreciation for participating in Soccer at the Goenkan Trident Event.
- Enthusiastic about Tennis, Table Tennis, and Soccer.

Languages

- English, Hindi, French