

Amani Mohamed

ADDRESS

450 Daly Ave,
Ottawa, Ontario K1N 6H5

TELEPHONE

(613) 932-3662

EMAIL

nmoha145@uottawa.ca

OBJECTIVE

Software Engineering student at the University of Ottawa looking for a flexible, and meaningful part time job, in order to help pay for tuition and living expenses.

EDUCATION

St. Lawrence Secondary School

Ontario Secondary School Diploma (OSSD)

Cornwall, Ontario

September 2019 - June 2023

University Of Ottawa

Bachelors of Applied Science in Software Engineering

Ottawa, Ontario

September 2023 - Present

WORK EXPERIENCE

Upper Canada District School Board

ESL Teacher Assistant (Unpaid CO-OP)

Cornwall, Ontario

February 2023 - June 2023

- Maintaining the appearance of the classroom. For example, replacing yellow border on cork board. Replacing the pad of poster paper on the stand. Adding posters and titles onto the chalk board/whiteboard for lessons.
- Distributing class materials to students. Answering phone calls for the teacher, as well as answering the door.
- Sitting with groups of students and assisting in the completion of assignments.
- Explaining sentences in english to students who have little understanding of the language.
- Stamping new english books with school label and organizing them based on reading level.
- Creating posters for school activities and assisting with other things related to the activity. For example, creating a food safety poster for the food stands and bringing materials to their new location.

Winners

Part time associate

Cornwall, Ontario

September 2022 - August 2023

- Assisting with Fitting Room duties including ensuring counter area is clean, organized and has the proper supplies in place and assisting customer inquiries.
- Greeting customers in a friendly manner; being knowledgeable to answer questions regarding merchandise items, prices and brands and providing information on promotions, TJX Canada policies and procedures, events and store locations.
- Ensuring all merchandise is received, processed and merchandise presentation standards are maintained
- Demonstrating a high degree of customer service while processing all refunds, exchanges and purchases in accordance with company guidelines.

Walmart

Over The Counter Associate

Cornwall, Ontario

June 2022 - August 2022

- Assisting patients at the pharmacy counter. Properly zoning the OTC medication/supplements if no patients/customers arrive.
- Performing tasks delegated by the Pharmacy Manager. For example, emptying medication of a deceased patient. Making sure to remove personal info from packages before disposing.
- Maintaining modular and feature presentation.
- Maintaining exemplary customer service by adhering to the Basic Beliefs and values of Wal-Mart. As well as directing customers to the OTC product they are looking for.
- Responsible for facilitating transactions at pharmacy counter. Communicating with pharmacists and pharmacy assistants and informing them of the patients needs.
- Using Kroll to scan through a patients prescription list and finding out whether or not their prescription is ready for them to pickup.
- Protecting the confidentiality of a patient's personal health information.

Walmart

Cornwall, Ontario

Customer Experience sales floor associate

August 2021 - April 2022

- Providing customer service by maintaining a stocked and zoned salesfloor and offering assistance to meet the customer's shopping needs.
- Zoning (organizing shelves, picking up recovery, placing items under the right price.)
- Recovery (bringing misplaced items back to their modular home.)
- Door greeter (greeting customers and responding to any question they have about the store. Ex. covid related stuff, where to bring returns etc..)
- Stocking (opening boxes and placing the items inside on the shelves where they belong)
- Completing cashier training and being prepared to cover for an absent cashier.

EXTRA-CURRICULAR

Day Of Mourning outreach program

April 2019

- Wrote a bilingual poem and came in first place.

VOLUNTEER EXPERIENCE

Yearbook club

Cornwall, Ontario

Yearbook club

October 2019 - June 2019

Ghost walk for charity

Cornwall, Ontario

Ghost walk for charity

October 2022

SKILLS AND ABILITIES

Proficient with computers and technology.

ACHIEVEMENTS

Le Prix Commémoratif Richard Legault

June 2019

- Received this for excelling in the schools French course.

Society for promotion of bilingualism award/bursary

June 2023

John Angus Carther award

June 2019

- Was awarded this for achieving highest average in 8th grade.

Specialists High Skills Major (SHSM)

June 2023

CERTIFICATIONS

B2 DELF Scolaire

January 2023

First aid/CPR

December 2022

WHMIS

December 2022

References Available Upon Request