

Fatin Sadab Mansoor

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CAREER SUMMARY

I am a freshman at Simon Fraser University, majoring in Computing Science with a minor in Mathematics. I seek Canadian work experience to complement my studies and expand my professional network in this multicultural hub. Passionate about technology and software, I am eager to grow and contribute meaningfully to the workforce.

KEY COMPETENCIES

- Team player and ability to work independently.
- Detail-orientated and quality-focused.
- Fluent in English with strong communication skills.
- Open to feedback and continuous improvement.
- Organised with effective time management.
- Proficient in computer operations and electronics.
- Highly adaptable to new environments.
- Committed to professional growth.

EDUCATION

Simon Fraser University

2023 - 2027 (Anticipated)

Bachelor of Applied Science in Computing Science

PROFESSIONAL EXPERIENCE

Safeway

Oct 2023 - Mar 2024

Cashier, General Staff

Accomplishments:

- Processed customer transactions efficiently and accurately at the checkout.
- Provided excellent customer service by addressing inquiries and resolving complaints.
- Assisted in preparing and stocking shelves, ensuring inventory was properly displayed.
- Tasked with maintaining the tidiness and cleanliness of stations.
- Supported managers in daily operations, including inventory management and stock rotation.

Beans & Aroma Coffees

Jan 2022 - Nov 2022

Cashier, Beverage Specialist

Accomplishments:

- Prepared and served high-quality coffee and beverages following customer specifications.
- Delivered exceptional customer service, creating a welcoming and efficient experience.
- Promoted seasonal specials and provided recommendations to boost sales.
- Accurately handled cash and card transactions, maintaining an error-free till.
- Contributed to maintaining a clean and organized cafe environment.

VOLUNTEER EXPERIENCE

Purnota Foundation

June 2020 - Oct 2021

Resource Allocation Specialist (During COVID)

- Planned distribution of charitable resources, including food, sanitary products, and PPE.
- Handled purchasing resources from vendors and sellers with utmost care and honesty.