Toni Little

153 Autumn Cir SE, Calgary, AB | (403) 891-8664 | [tonilittle@live.com](mailto:tonilittle@live.com)

**Professional Summary**

Skilled and hardworking biology student graduate focused on Ecology & Evolution as well as Human Anatomy & Physiology. Exceptional independent research skills with demonstrated success in study design and execution alongside professors. Well-organized and enthusiastic with good communication and problem-solving skills. Self-motivated and works exceptionally well independently and within groups.

**Education**

05/2022 | Bachelor of Science: Biology | Mount Royal University – Calgary, AB

**Skills & Abilities**

* Exceptional customer services and people skills
* Laboratory experiments and report writing
* Teambuilding
* Graphic design and social media management
* Technologically competent
* Excellent communication skills and quick learner
* Extremely well organized
* Flexible and adaptable
* Effective researching skills working alongside professors
* Familiar with R programming language & Microsoft Office

**Work History**

SALES ASSOCIATE | WINNERS | 2016-2020 – CALGARY, AB

* Helped customers one on one, prepared merchandise, cleaned, and organized. Worked alongside management to setup displays and problem solve. Provided exceptional customer service to make customers experience efficient and easy, even during problems that might arise.

SALES FLOOR ASSOCIATE | SUPERSTORE | 2015-2016 – CALGARY, AB

* Organized racks and shelves, engage and greeted customers, stocked merchandise in an appealing manner. Helped problem any issues customers were facing.

**Certifications**

* Professional Association of Diving Instructors (PADI) Open Water Diver certification (In progress)
* “School of Fish” Fishes of Alberta Field Identification course (May 7, 2022)
* Alberta Conservation and Hunters Education Program (June 14, 2016)
* Child Safe Canada and Safety Education and First-Aid (April 16, 2011)

**References**

Available upon request