

# Mahesh Makwana

97 sedgemount drive, Scarborough, Ontario  
maheshmakwana820@gmail.com  
437-556-9156

## Summary

Looking forward to an opportunity in an atmosphere where i can make difference and not just be another payroll figure, with an ambitious pace and desire to scale the peaks of proffesi can make difference and not just be another payroll figure, with an ambitious pace and desire to scale the peaks of professional excellence.

---

## Availability

- TUESDAY :- 1PM to Closing
  - WEDNESDAY :- 2PM to 6PM
  - THURSDAY :- OPEN
  - FRIDAY :- 1PM to Closing
  - SATURDAY :- OPEN
  - SUNDAY :- OPEN
- 

## Experience

### Customer Service Representative

DMart • Anand, Gujarat  
02/2021 - 05/2021

- Handled customer inquiries, answered questions, and resolved problems in a timely manner
- Resolve customer complaints via phone, email or social media
- Use telephones to reach out to customers
- Greet customers warmly and ascertain problem or reason for calling
- Assist with placement of orders, refunds or exchanges

### Cashier/Crew Member

Big Bazaar • Anand, Gujarat  
09/2020 - 12/2020

- Registers sales on a cash register by scanning items, itemizing and totalling customer purchases
  - Stockcking, promptly unload trucks and deliveries
  - Customer servicesservice including handling questions and concerns
  - Helped management and customers as needed
  - Accommodatedateddated customers with the written of their unwanted items
  - Assisted customers with locating items
- 

## Education

### Computer Systems Technician

Centennial College • Scarborough, Ontario

- Currently Studying

### Bachelors in Computer Application

C P Patel & F H Shah College • Anand, Gujarat  
05/2022

- Completed with distinction

---

## **Skills**

- **COMMUNICATION SKILL** :- Friendly, interact easily with others.
  - **TEAM WORK** :- Excellent team player and willing to collaborate with people of different background.
  - **HARDWORKING** :- Work with passion and dedication.
  - **RELIABILITY** :- Punctuation person who meets the deadlines on time.
  - **ORGANIZED** :- Excellent planning skills and multitasking when needed.
  - **QUICK LEARNER** :- Learn new things quickly and easily.
- 

## **Awards**

Volunteer of the Year, Completion of a marathon for charity, First prize in IT Quiz

---

## **Languages**

English, Hindi, Gujarati

---

## **Certificates**

Cardio Pulmonary Resuscitation (CPR) "C"

---