

---

## EDUCATION

---

**Brock University – Honours Bachelor of Business Administration (2020-2025)**

- Minor in Applied Computing
- Deans Honour List
- Brock Entrance Bursary (\$4,000)

**Dublin City University – Bachelor of Arts in Global Business (2020-2024)**

- Specialism in Data Analytics
- Achieved a 1:2

---

## PROFESSIONAL EXPERIENCE

---

**January 2023 – June 2023: Accounting Intern, Maples Group, Dublin, Ireland**

- Created summarized bank statements.
- Completed draft automated management accounts through Microsoft excel.
- Reconciled clients accounts to ensure values between years aligned.
- Generated organized lists and packs of documents for each client for auditors.
- Performed note taking in several meetings regarding company procedures.
- Designed trackers for different tasks and clients.
- Developed draft sets of financial statements.
- Acted as a client coordinator for 30+ companies during the audit season.

**May 2022 – August 2022: Sales Associate, Discounters Pool and Spa, Newmarket, ON, CAN**

- Introduced and increased sales by providing excellent customer service at the new branch location.
- Secured sales on high end pool and spa products (heaters, robot cleaners, hot tubs) increasing store revenues significantly.
- Completed end of day reconciliations and deposits.
- Marketed products on the floor through attractive displays and pricing signs.
- Constantly outperformed the expectations of the shareholders in the company.
- Salesperson of the month for our store location.

**May 2019 – August 2021: Turf Maintenance, Magna Golf Club, Aurora, ON, CAN**

- Enhanced turf department, organized bunker crew, and made sure job was done efficiently while maintaining quality.
- 2019 CP Canadian LPGA Open - Mediated and resolved conflicts within an international work crew using creative resolutions.
- Created jobs and tasks for other employees when needed or requested from management.
- Operated various machines to maintain the golf course.

**March 2018 – November 2018: Shift Supervisor, Tim Hortons, Newmarket, ON, CAN**

- Supervise and lead staff on service floor and ensured all necessary tasks were completed.
- Handled customer service situations including complaints to resolve problems.
- Trained new employees, confirming a smooth and effective work process.
- Organized floor placement of specialty products to ensure customers see them.
- Prepare and serve food and drink items.
- Cashier and money management duties.

## **SCHOOL PROJECTS**

---

- Creating a new product/service to introduce in the markets, while conducting research and analyzing data to see potential barriers to the specified markets and customers.
- Developing a thesis on the thoughts of AI experts regarding AI's potential to replace jobs.
- Working with a team to conduct a strategic plan for Medtronic to improve operations, conducting researching and collecting data to invent new options for the company to grow.

## **SKILLS/PROJECTS/ACHIEVEMENTS**

---

### **Personal Skills:**

- Leadership: Assigned supervisory roles during employment in the restaurant and golf/turf industry. (2018, 2021)
- Team-work: Through sport, teamwork has been ingrained and refined to deliver success.
- Interpersonal: Dynamic communication and interaction skills
- Organization: Efficient organization skills with both online files and physical stock.

### **Computer and IT Skills:**

- Highly proficient in use of all Google and Microsoft applications such as Microsoft Word, Excel, PowerPoint, teams, and Google sheets, docs, forms, and slides.
- Beginner knowledge in coding mainly using python to code visualizations, programs, equations, websites, and data analysis.
- Basic understanding of Power BI, SQL, and R.
- Microsoft Excel Proficiency Certificate
  - Certificate earned by showing qualifications and skills on Excel (Pearson MyLab)

### **Voluntary Work:**

- Personal support volunteer at the Lighthouse Learning and Development Centre for children with Autism. (2018, 2019)

### **Awards and Achievements:**

- Full driving licence (2020) no penalty points
- Deans Honour List (2021, 2022)
- Academic All Canadian Usports Award (2021, 2022)
- Golden Key International Honour Society Recipient (2021)
- Smart Serve Certificate Ontario (2024)

### **Academic Achievements:**

- Winner of the International Partner Business School Business Sustainability Challenge – Education Policy.
  - Invited to join the Golden Key International Honour Society one of the world's largest honours society's for being top 15% in my class academically.
  - Entrance Bursary Scholarship for achieving a 93 percent average in high school and holding dean's list average every year of university (2020, 2021, 2022, 2023).
-