

## Neil Alfaro

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**Objective:** To obtain a position in a growth-oriented company where I can utilize my skills, experience, and education to make a meaningful contribution to the organization's success, while also gaining opportunities for professional development and advancement.

### Specialized Education:

#### **Business Marketing**

- Demand Forecasting
- Marketing plan
- Product development
- Promotions: Public, media relations, social media

#### **Digital Marketing**

- Market research
- Search Engine Optimization (SEO)
- Copywriting

#### **Graphic Design**

- Create visual concepts using computer software such as Photoshop, and Canva
- Use color, illustration, typography, and photography in design

#### **Web Development**

- Intermediate knowledge of HTML, CSS, and Bootstrap
- Write clean, efficient, and well-documented code
- Design, and develop websites
- Implement responsive design
- Troubleshoot and debug code issues

### Analytic Skills:

- Able to solve complicated problems
- Able to visualize possible solutions
- Decision-making
- Creative-thinking
- Communication

### Work Experience:

#### **Writer** (Dualshokers)

*January 2023- Current*

- Write clear and engaging articles
- Conduct research and produce well-written pieces
- Meet tight deadlines and adapt writing style to suit different audiences and purposes
- Strong attention to detail and ability to proofread and edit own work
- Continuously improving writing skills through ongoing professional development and training

**CNC Operator (Guide Woodworking)***November 2022- January 2023*

- Preparing and operating CNC machine to perform milling tasks
- Understanding specifications of the tasks by reading blueprints
- Basic programming of computer to command the machine to Perform the correct functions
- Supervise machines as they run and make adjustments as needed
- Load and unload raw materials
- Perform necessary maintenance and cleaning on equipment

**Mail Sorter / Scanner (Purolator)***September 2018- September 2022*

- Data Entry
- Working with conveyor and roller belts inside trailers
- Lifting up to 70 lbs. boxes
- Accurately sort out Dell products and pile them on skids
- Wrap finished pile of boxes
- Tidying up the room

**Customer Service (Fitness Depot)***September 2017- May 2018*

- Providing customers the information they need about the products/ equipment
- Deliver orders to customers on assigned routes
- Set up gym equipment such as treadmills, elliptical, and home gyms
- Shipment receiver
- Cashing out customers
- Maintaining a tidy environment
- Stocking up the products once received

**Customer Service (Shoppers Drug Mart)***August 27, 2016 – September 2017*

- Cashier
- Stocker
- Shipment receiver
- Made sure the products are labeled properly
- Helped customers look for their products
- Give advice to customers regarding their products
- Made sure the work environment is clean at all times

**Cashier/ Baker (Tim Hortons)***September 20, 2011 – August 2016*

- Front cashier and drive thru cashier
- Coffee maker
- Order taker at the drive thru
- Stocking up
- General cleaning (sweeping, moping and wiping tables)
- Baker
- Shipment receiver

**General Maintenance (School Co-op)***September 2008- January 2009*

- Installed mall signs
- Changed light bulbs, posters and signs
- Painted benches, roofs, and signs

- Organized important papers
- Helped co- workers fix electrical switches and AC motors

#### Community contribution:

**General Helper** (Special Needs Summer Camp) *June- August 2009*

- Maintained a clean and tidy environment
- Teaching either individuals or small groups
- Helped organize a classroom for activities such as arts and crafts, and music

#### Education:

**Business Marketing** (Diploma) *September 2014 – January 2018*  
George Brown College, St. James Campus

**High School** (Diploma) *September 2006- 2009*  
Michael Power/St. Joseph High School

#### Certificates:

- **WHMIS 2015** (date of completion: 09/21/2022)
- **Fall Protection** (date of completion: 10/16/2022)
- **Adobe Photoshop CC Essentials Training Course** (instructor: Daniel Walter Scott)

**Interests:** Brazilian Jiu-jitsu, Web development, working out, and listening to music.

<b>References:</b>	Adriano Mondora	Section Manager	(416)- 522- 7439
	Steve Galvan	Purolator Manager	(416)- 521- 5092
	Manal Safi	Purolator Coordinator	(416)- 580- 9362
	Rizza Antonio	Tim Horton's manager	(416)- 471- 3295
	Irene Fernandez	Tim Horton's supervisor	(416)- 887- 5165
	Gaye Abarca	Tim Horton's supervisor	(647)- 331- 7221
	Kritzel Bahani	Tim Horton's supervisor	(647)- 778- 4100
	Jee Kwak	SDM's supervisor	(905)- 730- 2080
	Feroze Khan	Fitness Depot's manager	(905)- 361- 0155