

# NICOLAS CÉSAIRE

10-5850, rue Chambord  
Montréal, Québec H2G 3B6

## PERSONAL STATEMENT

I'm searching for a job that will allow me to utilize my years of experience in the administrative field, while teaching me new skills simultaneously. My versatility, attention to detail and inquisitive nature make me an asset to any team I work with.

## PROFESSIONAL QUALITIES

- Punctual
- Self-confident
- Organised
- Reliable
- Goal oriented

## LANGUAGES

- French – Fluent
- English – Fluent
- Haitian Creole – Fluent

## SOFTWARE

- Windows
- Word
- PowerPoint
- Excel
- Outlook
- HTML
- CSS
- Javascript
- Git

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## SKILLS

- ▶ Analytical thinking and problem-solving: analyzing data and resolving issues in a structured manner.
- ▶ Communication skills and team collaboration: making certain that ideas are properly expressed and **understood**.
- ▶ Organization: ensuring tasks are planned and executed in an efficient manner.

## EDUCATION

<b>Banque TD</b> Technical support	2018 to this day
<b>Desjardins</b> Customer service, technical support and sales	2017 – 2018
<b>Telus Mobility</b> Customer service, technical support and sales	2014 – 2017
<b>Fossil Canada</b> Sales of vintage inspired accessories	2012 – 2014
<b>Aldo Shoes</b> Sales of shoes and fashion accessories	2012 – 2012
<b>Bureau des interviewers professionnels (BIP)</b> Over the phone surveys (English/French)	2010 – 2012
<b>TLP Transport</b> Handling crates of different sizes Gather orders with a pallet truck	2009
<b>ASPAT – Association de soccer de Pointe-aux-Trembles</b> Soccer referee	2007 – 2008

## EDUCATION

<b>Concordia Bootcamp</b> Full Stack Web Development	2023
<b>Codecademy</b> Web developer (HTML, CSS, Javascript, JQuery, SQL, Git...)	2019
<b>Collège de Rosemont</b> Sciences humaines – profil Individu	2009 - 2011
<b>École secondaire Pointe-aux-Trembles</b> SSD – Secondary School Diploma	2004 – 2009

## HOBBIES

Music, Soccer, Russian systema and Boxing.