

# Rishi Singla

103 Sandyshores Drive, Brampton, Ontario  
Rishisingla04@gmail.com  
(647) 625-0531

## Summary

Organized and dependable candidate successful at managing multiple priorities with a positive attitude and eager to secure an entry-level position with willingness to take on added responsibilities to meet team goals.

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## Education

### Honours BSc in Computer Science

University of Ottawa • Ottawa, Ontario

05/2026

- Currently studying Computer Science

### High School Diploma

Harold M. Brathwaite S.S • Brampton, Ontario

06/2022

- Attained Honour Roll for 2 consecutive years

### Completion of Grade 8 and Promotion to Secondary School

Great Lakes Public School • Brampton, Ontario

06/2018

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## Experience

### Camp Leader

City of Brampton • Brampton, Ontario

06/2022 - 08/2022

- Organized and delivered high quality safe and stimulating camp activities for all levels of participants.
- Provided a high level of front-line customer service including greeting and engaging participants.
- Communicated with parents/guardians regarding participants' daily activities and overall well-being.
- Made weekly in-person follow-ups with parents/guardians.
- Maintained complete vigilance while on duty and was ready to respond to an emergency situation.
- Completed administrative duties in a timely manner (eg. attendance, incident/accident reports, opening, and closing procedures).
- Maintained a safe and tidy program space ensuring equipment is set up and stored appropriately.
- Reported all concerns, accidents, and incidents to the immediate supervisor for follow-up and took appropriate action.
- Maintained an understanding of department programs and services.
- Understood, adhered to, and enforced Corporate Policies & Procedures, Confidentiality Guidelines, Emergency Procedures, and Health and Safety Standards for all participants and staff.
- Attended meetings/trainings as required.
- Performed other duties as assigned.

### Shadow Senior

City of Brampton • Brampton, Ontario

07/2022 - 07/2022

- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity.
- Carried out day-day-day duties accurately and efficiently.
- Demonstrated respect, friendliness, and willingness to help wherever needed.

## Assistant Aquatic Instructor

City of Brampton, Volunteer Services • Brampton, Ontario

02/2020 - 03/2020

- Set up, observed, and monitored children's play activities to run swim lessons efficiently.
  - Maintained a safe and playful learning environment while assisting children to perfect their techniques.
  - Organized and removed hazards such as toys from the deck to prevent injuries.
  - Reported to Deck Supervisors in case of emergencies.
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## Projects and Extra Curricular Activities

Wolf Hacks Hackathon - April 2021

Blizzard Hacks Hackathon - January 2021

Builder on Secondary School Vex Robotics Team: October 2019 - March 2020

### Car Comparison Website:

- Learned the basics of HTML at the age of 12
  - Programmed website comparing SUVs
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## Skills

- Proficient in: Python and Java
  - Familiar with: C++ and HTML
  - Teamwork and Collaboration skills
  - Group Supervision Skills
  - Customer Service Skills
  - Cash Handling Skills
  - Multitasking Skills
  - Time Management Skills
  - Bilingual
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## Languages

- English: Native/Bilingual
  - Hindi: Native/Bilingual
  - Punjabi: Native/Bilingual
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## Certificates

- Beyond the Hurt - 2017
  - First Aid with CPR "C" - 2021
  - Safeguard Certification - 2022
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## Reference

Lanza Fantetti (she/her)

- City of Brampton | Former Camp Specialist Summer 2022
- Queen's University | B.A.H. Psychology & French, B.Ed. Teacher Candidate

(647) 518-0510

lanzafantetti@gmail.com

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September 26<sup>th</sup>, 2022

To whom it may concern,

Between the months of June and August, I had the pleasure of mentoring and supervising Rishi Singla during his time working as a first-year camp leader for the City of Brampton at Chinguacousy Park. From the onset, Rishi took a keen interest in personal and professional skill development, and proved to be an exceptional individual.

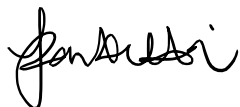
Within camps, Rishi was a figure of calm, whom the participants and other staff found approachable. He managed any camp that he was in professionally, not needing to be 'micro-managed', but rather showed an understanding and appreciation of our high standards and pace of working. Rishi took initiative in ensuring that his camp was punctual, that every participant's needs were met, and treated everyone equitably and with respect.

Rishi was eager to develop new skills. He did this by taking the opportunity to shadow senior staff where he took on a larger leadership role to help guide other camp leaders in supporting their camps. I felt that I could trust Rishi with information about participants as he understood the boundaries and responsibilities around confidentiality and safeguarding. What cannot be overlooked however, was the connection that Rishi made with the participants and fellow coworkers. He found the delicate balance, that many strive to achieve, where you are respected, appreciated, and leaned upon.

I am confident that Rishi will positively contribute to any work environment that he is put in. I would not hesitate to consider him as a strong candidate for any position that involves leadership and collaboration.

Please feel free to contact me directly if I can be of further assistance. I can be reached by phone at (647) 518-0510 or by email at [lanzafantetti@gmail.com](mailto:lanzafantetti@gmail.com).

Sincerely,

A handwritten signature in black ink, appearing to read 'Lanza Fantetti', with a stylized, cursive script.

Lanza Fantetti (she/her)

**City of Brampton** | Former Camp Specialist *Summer 2022*

**Queen's University** | B.A.H. Psychology & French, *B.Ed. Teacher Candidate*