

RYAN ACHAM

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OBJECTIVE | To obtain an entry level work-from-home Data Entry position. I believe my enthusiasm and computer skills will bring me success in this role which will be beneficial to the employer.

SKILLS & ABILITIES |

- Proficient in computer software using Microsoft Office, internet browsers and computer programming languages such as JAVA and C++
- Learns quickly from on-the-job training
- Asks questions to fully understand instructions
- Organized
- Reliable/Trustworthy
- Flexible
- Fluent in English

WORK EXPERIENCE | **WORK: TOM & MICHELLE'S NO FRILLS**
August 2016 – Stock Clerk

- Refilled shelves to ensure they were fully stocked
- Maintained product displays/shelves so they were clean and in order
- Ensured proper product rotation
- Answered customer questions and directed them to other sections

VOLUNTEER: CP24 CHUM CHRISTMAS WISH
December 2016

VOLUNTEER: STAPLES PROFESSIONAL
December 2015 - 2017

EDUCATION | **ALGONQUIN COLLEGE, OTTAWA**
SEPTEMBER 2021 TO PRESENT - COMPUTER PROGRAMMING

ST. MARCELLINUS S.S., MISSISSAUGA
2019 – ONTARIO SECONDARY SCHOOL DIPLOMA
Graduated with Business Certificate (top marks in 6 Business Courses)

INTERESTS & HOBBIES | Reading, computers and comic book memorabilia.

REFERENCES | **AVAILABLE UPON REQUEST**