

Caden Lee



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Summary

A high-school graduate with experience cashiering at a local business. Has experience with customer service, stocking shelves, cleaning store, and operating store alone when the manager is away.

Is skilled in file management and note taking, and can offer rudimentary tech support. Took First-Aid and WHIMS courses during high school.

Experience



Cashier

Young Food Store

Nov 2022 - Present (10 months)

I stock shelves whenever a new shipment comes in, clean the floors and windows regularly, and run the till when there are customers.

When my boss is away, I open, close, and operate the store alone.

Once a week I also setup that week's sales and setup the sale tags.



Intern

LANGDON CHAMBER OF COMMERCE

Aug 2022 - Sep 2022 (2 months)

I researched, designed, and implemented a file management scheme for LDCC

I sorted and organized disparate files with arbitrary file-names

I created a mock file-system using only folders and shortcuts before I even began moving or renaming files.

I created file-naming conventions as needed and renamed files as appropriate.

Education



NorQuest College

ACT! Certificate Program

2022 - 2022



Winston High School

High School Diploma

2020 - 2021

Skills

Summarizing Information • Easily Adaptable • Time Management • Cashiering • Sanitation • English
• Copy Editing • Customer Service • Floor Cleaning • Note Taking