**Professional Experience**

**Humber College | 2019 | Toronto**

* *Peer Assisted Study Session Leader (May-August 2019)*
  + Prepared and guided study sessions for students struggling in PC Business Essentials course (Word, Excel, PowerPoint)

**Regency Drywall | 2014-2015 | Vaughan**

* *Administration and Customer Support*

**Volunteer Experience**

**Habitat for Humanity Hardware Store | 2016-2017 | Vaughan**

*Maintenance and Customer Support*

**Humanity First | Warehouse | 2018-2019 | Concord**

*Sorting/Packing Donations and Maintenance*

**Education**

**Humber College**

*Business - Marketing (Diploma)*

*September 2018 – April 2020; Graduated April 2020*

**Humber College**

*Computer Information Systems (Diploma)*

*September 2005 – April 1998*

**Accomplishments and Awards**

Dean’s Honours List:

Fall 2018

Winter 2019

Fall 2019

Winter 2020

Ontario Colleges’ Marketing Competition 2019

Third Place in Quiz Bowl Competition

**Additional Skills and Certifications**

Professional Sales

Hootsuite Social Media Certification

HubSpot Social Media Certification

HubSpot Email Marketing Certification

Google Ads Search Certification

Google Individual Certification

LinkedIn Intermediate Excel Training

HubSpot CRM Sales Software Training

Intermediate-advanced knowledge of all Microsoft Office Suite programs

Intermediate knowledge of Word Press

Intermediate knowledge of Adobe CC including Photoshop, InDesign, Premiere Rush, and Illustrator

General-Intermediate knowledge of Mail Chimp

Intermediate knowledge of G-Suite

Intermediate knowledge of Word Press

Excellent communication skills, written and verbal

Creative problem-solving skills

Marketing Research