

ADI WEE

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SUMMARY

Accounting and Finance graduate with in-depth technical knowledge of financial accounting, taxation, financial management, auditing and technology applications, sales, marketing, graphic and web design, seeking professional work experience.

Organized and results oriented worker. Very adaptable to changing circumstances. Keen analytical and interpersonal skills.

EDUCATION

Seneca College

Sept. 2016 - Aug. 2020

B.Commerce, Honors, Advanced Diploma, Accounting and Finance 2020

EMPLOYMENT

AGF, Custom Printing Company, Graphic Designer, Vaughan ON

Sept. 2016 - Current

Designer, Shipper, Receiver, Custom Order Procurement.

- Worked with a small team to take customer orders for graphic design, and then design a visual print.
- Directed several visual projects.
- Performed equipment repair and maintenance.

UPS, Forklift Operator, Vaughan ON

June 2017 - Mar. 2018

Organizing medical orders, Machine operator.

- Operated machinery to pick and catalogue medicine orders.
- Delivered emergency orders for hospitals.

Loblaws, Retail, Richmond Hill ON

Sept. 2013 - June 2017, Sept. 2013 - June 2017

Retail, Customer Service, Supply Procurement.

- Worked in serving customers and cataloguing, ordering new inventory.
- Helped trained new co-workers.
- Maintained customer satisfaction

SKILLS

COMPUTER SOFTWARE: Sage 300, Microsoft Excel, PowerPoint, Word, Adobe Photoshop, Blender

LANGUAGE PROFICIENCY: Fluent English and Indonesian, Familiar with Korean and Russian

PROJECTS

Toys For Tots

Sept. 2016 - Dec. 2016

Designed a Toys For Tots charity event website with payment system where donors could bid on dates for the night. The proceeds go directly to the Toys For Tots Foundation. Over \$5,000 worth of toys were donated.

REFERENCES

Professor Elaine Nethery, BAD, MA, Med.: 416-556-7060

Mario Barone, Loblaws Manager : 416-272-6438

Daniil Golubev, Sole Proprietor of AGF: 647-518-7446

Justin Leung, UPS Manager: 647-963-0299