

BHANU RAKSHITA PAUL

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My motive is to serve as many people as I can through leadership, humility, and passion. I have a track record of solving crises in hand, an efficient customer service, leadership skills and a foolproof reliability. To be able to serve people with a smile, effectively invest my time and learn new skills, I am seeking to be a part of your team. All these qualities and my added experience in customer service and event management makes me the best suited for this job.

EXPERIENCE

3 FEBRUARY 2022 – 30 JUNE 2022

CREW MEMBER, TIM HORTONS, 793 WILSON AVE, TORONTO

Worked as cashier. I have also managed the drive thru and prepared the orders. I aim at providing accurate and on-time service. This role has helped me practice multitasking and teamwork. It made me appreciate the importance of a pleasant customer experience. I've managed the restocking of goods. I've played a putative part during the inspections in the store.

2019-2020

DIRECTOR GENERAL, SGGS MODEL UNITED NATIONS, INDIA

In the previous edition of the same event, I had worked as the HOD Registrations. My skills and positive working attitude helped me get promoted to the Director General the next year. I had spearheaded to conference and had the following duties:

- Collaborated with other participating institutions.
- Manage sponsors and track project budgets to ensure effective deployment and spend in line with budget.
- Promoted the conference to a wide audience and successfully met all the targets.
- Delegated and coordinated work among various departments.
- Maintain internal and external communications through emails.
- Maintain records of all attendees.
- Pass reports and information to higher authorities.

EDUCATION

JANUARY 2022 – DECEMBER 2024

COMPUTER PROGRAMMING AND ANALYSIS

SENECA COLLEGE, TORONTO

I'm an international student at Seneca pursuing Computer Programming and Analysis. I've scored a GPA 4.0 and made it to the President's Honour List for Winter 2022.

SKILLS

- Interpersonal skills
- Conflict management
- Time management
- Decision making
- Positive attitude
- Highly energetic
- Detail-oriented
- Multi-tasking skills
- Organization skills
- Familiar with online platforms like zoom, teams, WebEx
- Excellent Word, Excel, and PowerPoint knowledge
- Knowledge of POS system
- Mathematical skills
- Credit and cash transactions
- Customer order recording
- Openness to criticism

ACTIVITIES

I believe in an overall growth of an individual, therefore, I've always explored various opportunities and possibilities, I have been:

- the **Head of Marketing** at Fine Arts and Photography Society
- **Treasurer** at Backslash Computing Society.
- **Secretary** at Thapar Toastmasters Club.
- an Indian national Inline Hockey gold medalist.
- a national level Speed Skater for 6 consecutive years.
- participating in and won various debate competition.
- the Vice Sports Captain during my high school.
- a part of NCC (National Credit Corps) for two years in India.

AVAILABILITY

Flexible to work during any hours on all days including weekends.