

KATSA BEJEMIL

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INFORMATION TECHNOLOGY STUDENT

I am a second year information technology student looking for opportunities to gain work experience in the field of technology, learn new skills, and build the skills that I possess.

EDUCATION

2022-2026 YORK UNIVERSITY

BA Hons. in Information Technology

2018-2022 PARKDALE COLLEGIATE INSTITUTE

International Baccalaureate Diploma

SKILLS

- Fast Learner and Strong Work Ethic
 - Customer Service
 - Microsoft Office Suite (Word, Excel, Outlook, Teams, Access)
 - Windows Operating Systems and Browser Applications (Google, Firefox, Microsoft Edge)
 - Attention to Detail
 - Organization Skills
 - Thunderbird and Antivirus (Windows Defender)
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EXPERIENCE

BOCADOS BAKESHOP

STORE'S ASSOCIATE

2023-2024

- Responsible in training and guiding new employees
- Drives sales through engagement of customers, suggestive selling, and sharing product knowledge
- Serving food and beverages to customers while maintaining food and beverage safety protocols.
- Responsible for keeping the store clean and organized

DREAM UNLIMITED

EXPLORE INTERN (IT & OFFICE SERVICES)

2022

- Aid in setting up company phone and computer
- Created spreadsheets to take note of in-use office technology such as printers
- Aid in the removal of data and resetting of company laptops not in-use
- Set up meeting room technology such as projector and tablets

BRAND EQ

GRAPHICS AND WEBSITE DESIGNER

2021

- Analyzed a website and brainstormed ideas to improve the BBPA website
- Made a website for BBPA Scholarship
- Collaborated with fellow co-op students