

ISHAAN MAKHIJA

Montvale, NJ | juniorishaanmakhija@gmail.com | (201) 887-2033

EDUCATION

Pascack Hills High School

High School Diploma

Montvale, NJ

Aug 2018 - Present

- **Cumulative Unweighted GPA:** 3.91
- **Relevant Coursework:** Financial Literacy, Principles of Business
- **Awards and Honors:** Academic High Honor Roll, National Honor Society
- **Extracurriculars:** Robotics, DECA, Marching Band, Track and Field, Model UN
- **Expected Graduation Date:** June 2022

WORK EXPERIENCE

Chipotle Mexican Grill

Restaurant Crew Member

Montvale, NJ

May 2021 - Present

- Maintained high standards of customer service during high-volume, fast-paced operations
- Communicated clearly and positively with coworkers and management to ensure seamless service and quality
- Operated the food service line with fast-paced precision for increased throughput and customer satisfaction
- Handled currency and credit transactions quickly and accurately while building a loyal clientele

Borough of Montvale Recreation Department

Assistant Camp Counselor

Montvale, NJ

Jun 2021 - Jul 2021

- Coordinated daily activities and supervised a group of 18 campers at a 4-week outdoors summer camp
- Trained CITs and collaborated with other staff members to provide a well-rounded experience for campers
- Ensured that camp policies were enforced and campers were safe by maintaining equipment and facilities
- Identified and promptly responded to any camper behavioral issues with maturity and understanding

Norwood Industrial Park

Freelance Web Developer

Norwood, NJ

Oct 2019 - Feb 2020

- Independently developed a new website for client's local family-owned real estate consultant company
- Collaborated with client throughout the process to ensure service satisfaction with technical requirements
- Organized and prioritized workload to reach deadlines and expectations in an efficient manner
- Served as a productive and reliable employee while maintaining timely communications

LANGUAGES

English	Native Speaker	French	Upper Intermediate
Hindi	Highly Proficient		

SKILLS & ABILITIES

Teamwork	Active Listener	Problem Solving
Customer Service	Adaptability and Reliability	Fast Learner
Computer Skills	Project Management	Communication

CERTIFICATIONS

AWS Cloud Practitioner

Jul 2020 - Present

REFERENCES

Michelle DeCarlo | Former Employer at Norwood Industrial Park
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