

PARTH VALAND

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📍 London, ON N5W

PROFESSIONAL SUMMARY

Hardworking and passionate job seeker with strong organizational skills eager to secure entry-level position. Ready to help team achieve company goals.

SKILLS

Positive Attitude
Teamwork and Collaboration
Organized and Efficient
Attention to Detail
Computer Skills
Flexible Schedule
Data Entry
Administrative tasks

EDUCATION

Chengelo Secondary School
Zambia • 01/2023

High School Diploma

- Graduation Dean's List, [Jan, 2023]
- Graduation with Distinction, [Jan, 2023]

WORK EXPERIENCE

Retail Grocery Store - Volunteer
Zambia • 01/2023 - 08/2023

- Assisted with special events and programs.
- Maintained clean, neat, and operational facilities to serve program needs.
- Supported engaging, fun, and smooth-running events by helping with organization and planning.
- Used strong interpersonal communication skills to convey information to others.
- Represented organization positively and professionally while providing community with much-needed services.
- Promoted environmental awareness with educational workshops and hands-on activities.

LANGUAGES

English

Native or Bilingual

Hindi

Limited Working

French

Full Professional

Gujarati

Native or Bilingual