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Objective:

To obtain a position where I can utilize my strengths and build on my skills and knowledge base.

Skills and Qualifications:

- Great appearance, polite and friendly nature, exemplary customer care skills.
- Excellent ability to communicate clearly with customers in various circumstances.
- Good team player, energetic and motivated. Reliable, responsible and follow orders very well.
- Well-organized, self motivated. Willing to accept and adapt to new responsibilities.
- Remarkable flexibility and skills to work in different areas.
- Knowledgeable in Microsoft Office Word, PowerPoint and Excel
- Smart Serve Certified

Work History:

**November 2013 -
June 2014**

Forever 21 - (Toronto, ON)

Sales Associate/Cashier

Responsible for providing outstanding customer service while keeping my area in top shape. Providing promotional sales that we may have; attending to customers in need of assistance.

**June 2012 -
Present**

Promotional Companies - (Toronto, ON)

Brand Ambassador

Responsible for providing outstanding customer service, building individual and vendor line sales volumes, establishing and maintaining customer relationships, working effectively with other team members. Demonstrating products and sending out key information that is consistent to the company's standard and procedures.

**October 2012 -
April 2013**

Scholar Montessori Academy – (Pickering, ON)

T.A. (Teacher's Aide)

Responsible for opening/closing school; Daily cleaning duties; Assisted the supervisor/teacher with toddlers and elementary children with their needs, ie., lunch/snack time, school work and indoor/outdoor activities.

**October 2010 -
February 2012**

Acom Productions – (Toronto, ON)

Event Promoter

Marketing and promoting events in Toronto's nightclub scenes. We've hosted events at most of downtown Toronto's Megaclubs throwing fashion shows, import car parties, and many other exclusive events on a weekly basis.

**June 2008 -
February 2010**

Cineplex Odeon – Varsity Cinema (Toronto, ON)

VIP Server

Ensure customer satisfaction by providing service at a VIP level, serving food/beverage and alcohol. Also work in box office sales, customer service, café and concession stands.

**September 2007 -
January 2008**

Boutique Jacob Inc. - (Toronto, ON)

Sales Associate

Responsible for greeting customers. Providing knowledgeable and friendly service. Consistently exceeded sales quotas.

**September 2006 -
September 2007**

Ateaze Fashion – (Scarborough, ON)

Assistant Manager

Responsible for opening and closing management duties. Accepted shipments for inventory. Promoted to assistant manager from sales associate and keyholder.

Volunteer Experience:

**August 2012 -
September 2013**

NOX Martial Arts Clubs Inc. – (Markham, ON)

Assistant Volunteer

Help out during summer camps with kid's activities, such as nature walks, karate and kick-boxing class, arts and crafts, movie/nap time and more; help with score keeping during Karate Tournaments; help arranging and organizing birthday parties; and cleaning duties.

**December 2006 -
March 2007**

The Bay/ Hudson's Bay Company – (Scarborough, ON)

Visual Merchandiser (Co-op)

Did a floor tour first thing in the morning, checked if everything is in proper order. Whether mannequins are properly and fully clothed and in their proper places then dusted their bases. Dressed mannequins, put up displays or made displays according to the season or occasions and be creative with it. Followed any orders or duties my supervisor assigned me to do.

**June 2007 -
July 2007**

Canadian Breast Cancer Foundation – (Toronto, ON)

Pink Ribbon Volunteer (40 hours Community Involvement)

Picked up a kit from the office and brought them home to make ribbons. Cut ribbons into the length required. Made pink ribbons, pinned them and kept track of hours. When finished, dropped them off at the office and picked up a new kit.

Education:

Ontario Secondary School Diploma: Scarborough Center for Alternative Studies

References available upon request