# Highlights of Qualifications

* Fluent in English, Ukrainian and Russian
* Enthusiastic, resourceful and enjoys challenges
* Reliable and strong focus to detail
* Extensive experience in customer service

# Past Work Experience

## CSR, ScotiaBank October 2014 - Present

* Provides professional and friendly customer service
* Meticulous with strong attention to detail and balancing.

## Supervisor, Marquis Gardens September 2011 – October 2014

* Demonstrated leadership by supervising wait-staff and maintaining a goal oriented environment
* Provided prompt and courteous service in a fast paced, high-volume atmosphere
* Was responsible for keeping a clean and safe workplace

## Desk Assistant, Pol Marble June 2012 – August 2013

* Gave great customer service and maintained a neat and organized atmosphere
* Provided information about Pol Marble and its services to prospective customers
* Expertly managed schedules and organized appointments
* Managed payments and handled invoices

# Education

## York University – Faculty of LAPS, Business Administration September 2012 - Present

## Saltfleet District High School – Honour Roll September 2008 – July 2012

# References

**Cameron Miller** (Manager)

Marquis Gardens

1050 Rymal Road East

Hamilton, ON L8W 3N6

(289) 440 - 2549

**Polulyakhov Oleg** (Previous employer)

Pol Marble

265 Barton St

Stoney Creek, ON L8E 2K4

(905) 515 - 0581