Maya El Refaie

maya.elrefaie@ryerson.ca | 905-467-4166 | Oakville, ON | LinkedIn

SUMMARY OF QUALIFICATIONS

- Flexible and agile when exposed to new technology, optimizing work productivity
- Organized and dedicated candidate successful at multitasking while delivering positive results.
- Enhanced my technical and time management skills by engaging in Ted Rogers Bootcamp
- Recognized by Fit For Business as one of the top 10% most engaged students

EDUCATION

Bachelor of Commerce – Business Technology Management, Minor in Economics
Ted Rogers school of management, Toronto Metropolitan University   Sept 2021- present
- CGPA: 3.200
- Collaborated with a team of 5 people in an applied statistics project which focused on transforming raw data into confidence intervals, pivot tables, stem-leaf plot tables, and making more assumptions based on the data. The project successfully ended with a final grade of 96.5%.

WORK EXPERIENCES

Sales Associate, Hudson's Bay Company   Nov 2021- present
- Successfully marketed and secured 30+ Hudson's Bay Mastercard accounts.
- Solved complaints in a timely manner and offered discounts to customers to ensure positive outcomes
- Organized racks and removed damaged items to maintain satisfactory store visual appeal
- Analyzed and processed 40+ returns per day and assisted customers with finding alternative merchandise to meet their fashion needs.
- Worked closely with a diverse team while supporting them with handling cash registers, stock, and merchandising.

Event Organizer, Go!Padel   Sept 2019- Aug 2021
- Coordinated schedules and timelines for events, to ensure a positive image.
- Managed administrative logistics of events planning and event promotions to secure the best deals for the project budget
- Displayed strong time management skills when organizing a women empowerment padel tennis tournament for 60+ participants while also being an active participant in the tournament

EXTRACURRICULARS
- Joined the Executive Relations Team for the Ryerson Egyptian Student Association and collaborated with 5 + universities to organize networking events   Nov 2021- present
- Top 10% most engaged Fit For Business   April 2022

TED ROGERS SCHOOL OF MANAGEMENT BOOTCAMPS
- Power of Excel badge 2.0 Level 1-3 (business fundamentals): Pivot Tables, XLookup, Index Match, and Slicers
- VBA level (1-2): Creating Macros such as sorting, hiding, and protecting worksheets
- Python level (1-2): lists, dictionaries, DataFrame, Indexing, and Series functions