

# Michael Nebesny

(905) 447-1607 | [michael@nebesny.ca](mailto:michael@nebesny.ca) | [linkedin.com/in/nebesny](https://www.linkedin.com/in/nebesny)

Fluent in finance, experienced in handling sensitive data, and with a history of serving both customers and the community, I'm a great communicator who loves building meaningful relationships with clients.

## EXPERIENCE

2021 - present

### **TAX-FILING COORDINATOR** – Woodsworth Community Cooperative Tax Clinic

- + Oversee filing volunteers to ensure there is proper scheduling, that government regulations are followed, and that filers have the necessary tools to be successful
- + Ensure client's personal information is held discreetly and is securely destroyed after remittance to the CRA
- + Remain up to date with tax laws/protocols and CRA training

2020 - present

### **COUNCIL YOUTH COMMISSIONER** – Scouts Canada

- + Act as a regional manager for scouting groups in the area between Pickering and Napanee (approx. 900 youth and 300 volunteers)
- + Select, screen, and interview candidates for local and regional positions
- + Ensure the local property-support, program, communications, and training teams function as needed to support the region

2019 - present

### **FRONT OF HOUSE** – University of Toronto

- + Act as customer service, an usher, or general event support as needed for a variety of university and community events
- + Spearheaded the Fall 2020 team to make university buildings COVID-19-compliant in advance of in-person instruction

2021

### **CENSUS ENUMERATOR** – Statistics Canada

- + Contacted residents who had not yet completed the census to assist with technical support or completion of the paper form
- + Handled and entered confidential data for processing and analysis
- + Acted as a community representative for census inquiries

## EDUCATION

2019 - ongoing

### **BACHELOR OF COMMERCE** – Rotman School of Commerce, University of Toronto

- + Specializing in accounting with a minor in statistics

2019

### **DIPLÔME D'ÉTUDES EN LANGUE FRANÇAISE - B1** – La République Française

- + A certificate of bilingualism issued by the National Minister of Education of France