

# Natalie J. Annabelle

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## EDUCATION

### **Toronto Metropolitan University (formerly Ryerson University)**

Sept. 2020 - Current  
Toronto, ON

Bachelor of Technology (BTech), Graphic Communications Management (3rd year)

- Attended Connect and Collect industry events with leading Graphic Communications professionals and participated in Q&A sessions.

### **St. Joan of Arc Catholic High School**

Sept. 2016 - June 2020  
Vaughan, ON

Graduated with honours

- Ontario Scholars Award recipient attaining an average of 82%.
- Participated in a 3-day Leadership Training Program where I attended and led collective leadership workshops involving over 30 senior students.
- Received Rock Climbing Coaches Award for exceptional mentorship and representation in regional tournaments.

## EXPERIENCE

### **Home Depot, *Paint & Sales Associate***

Nov. 2021 - Current  
Vaughan, ON

- Built and painted displays to promote seasonal products and boost sales.
- Participated in three hour corporate deck care training with Behr Paint Company representatives.
- Operated and maintained automatic paint mixer and dispenser. Performed customer service duties during machinery outages.
- Trained 3 new associates in safe machinery operation and supervised for proper PPE.
- Exercised weekly inventory overhead and shrink management duties, during which I filed over 300 shrink claims using internal auditing systems.

### **Canadian Tire, *Hardware & Sales Associate***

June 2017 - Oct. 2021  
Vaughan, ON

- Took special order requests from business account holders and triaged corporate sponsorship requests to management.
- Assisted high-volume customers with electrical and plumbing purchases.
- Maintained up-to-date product knowledge by participating in product and vendor training.
- Ensured a clean work environment while processing item stock and completing mark downs.

## VOLUNTEER WORK

### **St. Joan of Arc Catholic High School, *Chaplaincy Volunteer***

Feb. 2017 - Mar. 2020  
Vaughan, ON

- Assisted with assembly setups, masses, and food drives which served a community of over 1200 families. Used Google Forms to track community engagement and survey the community.
- Participated in retreats as a leader for younger students

## SKILLS

- Microsoft Word, Excel, Powerpoint
- Proficiency with pivot tables
- Adobe Illustrator, InDesign, Photoshop
- Google Docs, Drive, Sheets, Slides, Forms
- Gmail filters, mail merge, rules
- Proficiency with photocopiers, scanners, and projectors