

# James Nitsch

21 Oliver's Lane, Cobourg, Ontario

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## Relevant Skills

- French (Fluent)
- LaTeX
- Strong communication skills from years of customer service
- Beginner in Python, SQL, C (self-taught through online courses)
- Red Cross First Aid
- Excellent organizational abilities demonstrated through experience at Pharmacy 101
- Windows and MacOS
- Office (Excel, Word, PPT)
- Experience working in multiple fast-paced environments

## Experience

### Ed's House Hospice Care Centre

MAINTENANCE TECHNICIAN

Cobourg, Ontario

Jun. 2021 - Sept. 2022

- Oversaw reception desk, signed in visitors and took their temperatures as part of COVID-19 protocols
- Responsible for upkeep of 2 acre property
- Collaborated with volunteers to maintain gardens, mowed and weedwhipped grass and kept parking lot tidy for visitors
- Helped indoors by vacuuming, mopping floors and washing windows
- Kept outdoor spaces in good condition for residents and guests

### Pharmacy 101

CASHIER

Cobourg, Ontario

Sept. 2021 - Jun. 2022

- Documented and managed incoming medication orders, including narcotics
- Organized and retrieved prescriptions, operated the cash register
- Guided customers to help them find their desired items
- Delivered prescriptions to clients by automobile
- Controlled and reconciled cash drawer at the end of the day

### Rosewood Estates Retirement Residence

KITCHEN HELPER

Cobourg, Ontario

Sept. 2018 - August. 2020

- Assisted chefs in meal preparation by peeling potatoes, baking cookies etc.
- Maintained Health Canada standards by cleaning the kitchen and dining facilities
- Implemented a recycling program in the kitchen, greatly reducing waste
- Acted as a server, taking orders and delivering meals to residents
- Assembled and delivered take-out meal orders
- Operated dishwasher and reorganized cleaned glassware and serving utensils

### Northumberland Humane Society

VOLUNTEER

Port Hope, Ontario

Dec. 2017 - Feb. 2021

- Helped socialize and exercise dogs by taking them for walks and playing in the yard
- Played with cats, cleaned their cages and refilled food and water dishes

## Honours and Awards

2022	<b>Receipient</b> , Pochon Award (Presented to the student with the highest academic standing in French)	Cobourg, Ontario
2022	<b>Receipient</b> , University of Waterloo President's Scholarship of Distinction	Waterloo, Ontario
2022	<b>Receipient</b> , W. Ross Pinkerton Memorial Scholarship (For academic achievement)	Cobourg, Ontario
2022	<b>Receipient</b> , Orange Lodge Award	Cobourg, Ontario
2020	<b>8th Place (out of approximately 1500)</b> , Nipissing Stock Market Challenge	North Bay, Ontario

## Education

### University of Waterloo

CANDIDATE FOR B.MATH IN FINANCIAL ANALYSIS / RISK MANAGEMENT

Waterloo, Ontario

Sept. 2022 - Apr. 2027

- Cumulative Average: 87%
- Member of the Math Endowment Funding Council
- Currently ranked 1st overall out of all FARM students in the virtual stock market game