

APARNA PENUGONDA

+1 (437) 981 3676

| penugondaaparna282@gmail.com

| Location: Milton, ON

SKILLS SUMMARY

- *Communication Skills (Multilingual)* - Fluent in English, Telugu, and Hindi languages
- *Money Math Skills* - Responsible for handing cash at Point of Sales (POS) and Telephone orders
- *Additional skills:* Punctuality, Adaptability, Positive Attitude, ability to carry heavy weight items

EDUCATION & WORK GUARANTEE FROM MY SIDE

- Postgraduate in **Project Management** in Canadore College, Scarborough campus.
- I will work at least 6 months from now and could be more than that.
- I will not leave the job without proper notice.

REQUESTS FROM THE EMPLOYER

- Minimum of 40 hours per week, which will be considered as a full-time job.
- Experience letter at the end of the employment stating the duration I worked for you in a specific position to apply for my Permanent Residence.

EXPERIENCE

Supervisor at Apparel Store

October 2021 – December 2021

Khaas, Derry Road, Milton

- Provided positive customer experience with fair, friendly, and courteous service.
- Dealing with company's representatives to order their respective products.
- Maintained high transparency in inventory of the products and cash flow.
- Registered sales on cash register by scanning items and totaling customers' purchases.

Cashier/ Customer service representative at Convenience store

January 2022 – August 2022

Esso & Circle K fuel site, James snow parkway, Milton

- Provided positive customer experience with fair, friendly, and courteous service.
- Registered sales on cash register by scanning items and totaling customers' purchases.
- Resolved customer issues and answers questions.

Cashier/ Customer service representative at Gas Station

October 2022 – Current

Circle K heritage site, Bronte Street, Milton

- Provided positive customer experience with fair, friendly, and courteous service.
- Registered sales on cash register by scanning items and totaling customers' purchases.
- Resolved customer issues and answers questions.

AVAILABILITY (Full Time: 40 Hours/Week)

- **Monday to Friday: 3 PM to 11 PM**

Thank you