# Peter Charles

# 1905-230 Oak Street, Toronto, ON M5A 2E2 • (416)839-6065 • petercharles.ca@gmail.com

Part Time Cashier

**PROFESSIONAL HIGHLIGHTS**

• Proficient in assisting accounts personnel with locating and reconciling data

• Highly competent at typing and keyboarding

• Proven ability to use various software applications such as Microsoft Office Suite and spreadsheets

• Demonstrated attention to detail and ability to work in a self-directed manner

•Strong mathematical background

• Good organizational and multitasking skills

• Bagging, cleanliness and sanitation

• Stand and walk for extended periods of time

**EDUCATION/Certifications:**

* Completion of the Customer service & Cashier Training Workshop
* Computer and Communication Networks, Centennial College