

PROFILE

A motivated and adaptable international student seeking a part-time position in a restaurant or retail store. Eager to gain practical experience, enhance customer service skills, and contribute to a positive work environment while continuing my studies at Durham College.

SKILLS

- Good customer handling skills.
- Extensive experience in customer service and interpersonal communication.
- Enthusiastic, willing to take responsibility.
- Can work under pressure and meet the deadline.
- Self-motivated and energetic, ability to take responsibility and make accurate decisions.
- Can speak: English, Gujarati, and Hindi.
- Good knowledge of computer and proficient in Microsoft office programs including Word, Excel, Outlook, and PowerPoint.

EDUCATION / TRAINING

Advanced Diploma, Durham College

September 2024

Computer Programming and Analysis

Expected Graduation: April 2027

High School, Ananya Vidyalaya (Gujarat, India)

March 2022

WORK EXPERIENCE

Tutor, Enbee Education Center (EEC)

November, 2022 – February, 2023

- Provided IELTS coaching to students, focusing on all four modules: Listening, Reading, Writing, and Speaking.
- Developed customized lesson plans to help students achieve their desired band scores.
- Conducted regular practice tests and provided detailed feedback to improve students' performance.
- Assisted students with test-taking strategies and time management skills.

AVAILABILITY

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
12 PM – 12 AM	12 AM – 4 PM	-	12 PM – 12 AM	12 PM – 12 AM	Full-time	Full-time