

Jodi Selyn Cantos

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PROFESSIONAL SUMMARY

Friendly, enthusiastic, full-time student with many volunteer and work experiences in a variety of fields regarding churches, food banks, restaurants, and retail.

SKILLS

- Excellent verbal and written communication abilities.
- Demonstrates exceptional leadership, teamwork, and collaboration skills.
- Proficiency in Microsoft Word, PowerPoint, Outlook, Excel, and Teams.

WORK EXPERIENCE

The LEGO Store West Edmonton | Edmonton, AB | 10/2020 — Current
Sales Associate (Brick Specialist)

- Apply proactive and resourceful nature to create pleasant guest experience.
- Maintain a high standard of politeness, warmth, and hospitable attitude.
- Safely and efficiently operate the store stockroom while assisting guests.

Mayfield Dinner Theatre | Edmonton, AB | 09/2016 — 11/2021
Bus Person

- Assess customer needs and provide beverage refills, condiments, and other services.
- Carry dirty dishes to the kitchen to keep the dining area clean and promote efficiency.
- Arranged and prepared tables for customers to offer memorable experiences to guests.

Hostess

- Greet guests with friendliness and professionalism while seating.
- Inform clients of current promotions and beverage recommendations and information.
- Walk through dining room during service to ensure guest satisfaction and advise servers and bussing staff of specific service needs.

Edmonton Eskimos: Team Store | Edmonton, AB | 10/2018 — 06/2019
Sales Associate

- Processed efficient and accurate cash, check, debit, and credit card payments.
- Maintained high productivity by greeting incoming customers and presented friendly and positive attitude while keeping the check-out areas clean, organized, and well-stocked to maintain attractive store.

EDUCATION

Concordia University of Edmonton

Edmonton, AB | 09/2020 — Current

Bachelor of Science: Mathematics Major, Education Minor

CERTIFICATION

ProServe Liquor Staff Training | 09/11/2020

REFERENCES

- Available upon request