

# Alisha Diya Mani

A high school student, looking for her first job as a part-time employee. Has a strong work ethic, customer service skills, and is a team player who understands general restaurant/store processes.

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Edmonton, Ab  
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## VOLUNTEER EXPERIENCE

### **Dr Anne Anderson and Kensington School — Tutor**

Helping students learn about math, science, guitar and various option courses. Creating lessons, and activities to accommodate different learning styles.

## SKILLS

Customer service  
Money handling  
Problem solver  
Leadership and decision-making

### **Kensington school, Open house — Greeter**

February 2020

We have helped parents learn about the wonders of our school from the amazing teachers to the extracurriculars offered, encouraging parents to enrol their children as future students.

## EXTRA-CURRICULARS

### **Kensington School, Taste of Kensington — Host and Server**

2017 - 2019

I encouraged the growth and knowledge about diversity by allowing parents and students to “taste” the diverse culture embodied at Kensington Elementary School by providing food, activities and history from various cultures.

### Newspaper club - Dr Anne Anderson

Graphic designer

- Creating article layouts
- Building the school's first newspaper

### Junior ATB - Kensington 2019 - 2020

Communications Manager

- Promoting contests and accounts by creating advertisements
- Working side by side with marketing manager

### Junior ATB - Kensington 2018 - 2019

Teller

- Processing deposits from costumers
- Handling and counting money

### Junior ATB - Kensington 2017 - 2018

Back Cash

- Balancing all deposits made
- Recounting all money that was deposited

## EDUCATION

### **Dr Anne Anderson High School, Edmonton Ab — High school diploma**

September 2023 - present

### **Kensington School, Edmonton Ab**

September 2015 - June 2020

## LANGUAGES

Fluent In English

Intermeident In Hindi

## PASSION PROJECT

### **Webtoon — “One World to the Next”**

