

## **Sonam Yangzom**

Vancouver, BC

### **PROFILE**

Results-driven professional pursuing an MBA at University Canada West (UCW) with experience in accounting, sales, marketing, and operations in Bhutan and Canada. Skilled in communication, financial documentation, sales coordination, and workplace operations.

### **EDUCATION**

Master of Business Administration (2024–2026)  
University Canada West, Vancouver, BC

Bachelor of Language and Literature (2016–2019)  
Royal University of Bhutan

Diploma in Language & Communication Skills (2014–2016)  
Royal University of Bhutan

### **EXPERIENCE**

**Housekeeping Associate** — Aspira Astoria Retirement Living (2025–Present)

- Ensured safety, cleanliness, and comfort in resident areas.
- Followed health and safety standards and collaborated with team members.

**Housekeeping Associate** — Simon Fraser University (SFU) (2025)

- Maintained campus facilities and student residences.
- Reported issues and supported daily operations.

**Sales Associate** — Retail Store, Vancouver (2024–2025)

- Assisted customers, processed transactions, and managed merchandising.
- Supported promotional campaigns.

**Sales & Marketing Executive** — TATA Motors (Bhutan) (2019–2024)

- Developed sales strategies and coordinated marketing activities.
- Maintained client relationships and managed financial records.

### **SKILLS**

- Financial recordkeeping
- Sales & marketing coordination
- Customer relationship management
- MS Excel, Google Workspace, Markdown/Quarto
- Languages: English, Dzongkha, Hindi, Nepali