

Tristin Mckellar

50 Bedford Highway

(519) 535-1027

Tristinmckellar@hotmail.com

www.linkedin.com/in/tristin-mckellar-b99b41172

Job Objective:

To secure the position of Junior Web Developer

Highlights of Qualifications

- Graduate of the Public Relations diploma program at Conestoga College
- Strong understanding, and lots of experience with computers, acquired through working in IT
- Ability to work well as a team
- 3 years of customer service experience
- Proficient with various computer applications including MS Word, PowerPoint, Excel, Adobe Creative Cloud
- Strong organizational skills, and the ability to manage time effectively
- Enjoys working in a fast-paced environment
- 5+ years with social media platforms including Facebook, Instagram, Twitter, Snapchat, YouTube

Education and Certification

Public Relations Diploma

Conestoga College (2017 – 2019)

High School Diploma

Pugwash District High School (2008 – 2014)

SafeTALK Certified

Suicide Alertness (2018)

WHMIS

Employment Experience

Aedos Marketing Concepts Inc.

- Attending and providing feedback and assistance in daily meetings and workshops, door-to-door sales; telecommunications.

IT Help Desk

- Providing support for IT related issues, resetting network passwords, answering phone calls, responding to emails, creating service tickets.

Fox Harbr Golf Resort & Spa

- Greeting customers, providing professional customer service, cleaning carts, picking the range.

Vuteg

- Posting bills, organizing truck schedules, loading and unloading trucks, picking orders, operating forklift, sorting empty pallet racks, working as a team, priming windshields.

Volunteer Experience

- Pugwash Harbour Fest
- Coaching Grade 6 basketball for 2 years
- Refereeing hockey