

PROFILE

- Hard worker with strong teamwork and interpersonal skills
- Proficient in providing customer service; 2 years work experience at Hornburg Calypso Ltd.

EDUCATION

Bachelor of Business Administration (candidate) Sep' 11-Present

Schulich School of Business, York University, Toronto, ON

- Schulich Ambassador, providing assistance with on-campus events
- First Year Representative of Caribbean Student's Association

Diploma (Double Honors) Sep' 07-Jun' 11

The Berkeley Institute, Pembroke, Bermuda

- Prefect
- Salutatorian

EXPERIENCE

Sales Associate Aug' 10-Present

Hornburg Calypso Ltd., Pembroke, Bermuda

- Providing exceptional customer service, managing money in the store float before and after opening and closing hours

Summer Student Jul' 09-Sep' 09

Fresh Creations Ltd., Pembroke, Bermuda

- Performed accounting/secretarial duties and assisted with process for airing of a holiday event on local television station

ADDITIONAL

Member, (mentee), Schulich Protégé Program, Toronto, ON

First Year Representative, Executive Team, Caribbean Student's Association, Toronto, ON

Ambassador, Schulich Ambassador Program, Toronto, ON

Minimal experience using QuickBooks Software, proficient in MS Office 2010

Ability to play the piano and keen interest in martial arts