**Joe Smith**

Address

City, Province, Postal Code

Telephone Number (home & cell if you both)

Email Address

**Highlights of Qualifications**

* Able to learn new skills quickly and with minimal supervision
* Able to perform physically demanding labour
* Co-operative, punctual and a responsible team player with leadership experience

**Work Experience**

**Retail Associate,** ABC Company July-September 2014

Welland, Ontario

* Provided exceptional customer service; always willing to go above and beyond for customers
* Processed cash, debit and credit card transactions
* Completed end of shift inventory

**Camp Counsellor**, XYZ Group Summer 2012-2014

Welland, ON

* Facilitated daily camp lessons to children aged 7-12
* Responsible for cleaning and maintaining the Camp facilities
* Developed engaging program plans for campers
* Monitored safety and well-being of all campers

**Volunteer Experience**

**Student Ambassador,** Me 2 We 2013

Eastdale Secondary School

* Work with fellow students to plan and organize events
* Rally support and excitement for event among peers
* Develop promotional items and utilize Social Media to promote event

**Education and Training**

High School, Eastdale Secondary, Welland, ON 2012-Present

References Available on Request