|  |
| --- |
| Kahnawake, QC, J0L 1B0 •(438)868-2184• iakotaraien@outlook.com |
| Iako’ta:raien Shalen Delaronde |
| Experience |
| * September 2015- Present
 | * Original Tobacco Traders
 | * Kahnawake, QC
 |
| Promotion Girl * Promoting Original Tobacco Traders
* Organizing promotional items
* Customer Service
* Time Management
 |
|  |
| * Summer of 2014
 | * Turtle Shell
 | * Kahnawake, QC
 |
| Cashier * Work cash
* Restock the counters, clean
* Keeping track of inventory
* Customer Service
* Managing money
 |
|  |
| * Summer 2017
 | * Tewatonhnhi’saktha
 | * Kahnawake, QC
 |
| Heads Up Program Facilitator * Advertise for the program
* Organize and create lesson plans, activities and trips for students
* Schedule guest speakers and visitations to inspire students
* Collect fees for program and keep costs in the budget
* Conduct surveys on students and collect data to create final portfolio
 |
|  |
| * Fall 2015
 | * Head & Hands
 | * Montreal, QC
 |
| Volunteer work * Organizing nonperishable food items for the homeless
* Labor Work
* Distribution of food items
 |
| * Education
 |
| 2010-2015 | Sacred Heart School of Montreal | Montreal, QC  |
| High School Diploma* **Post-Secondary Education**
* 2016-presentCollege LaSalle Montreal, QC
* Course: Business Management
	+ Languages Spoken: English, Mohawk, a bit of French

**Skills*** Computer management (Microsoft Word, Power Point, Excel)
* Organization Skills
* Promotion Skills
* Customer Service
 |
| References |
| * Lisa Robertson: (514)825-7116 boss from: Original Tobacco Traders
* Annie Delaronde: (450)632-6666 boss from: Turtle Shell
* Daryl Leclaire: (514) 880-4269 supervisor from: Tewatonhni’saktha
 |