## Cristina Micheli



Languages English, French and Italian fluently spoken and written

Computer Microsoft Office, Mac OS, Windows OS, Adobe Illustrator and Photoshop (beginner) Skills

 Experience
 Danier Leather

 Sales Associate and Key Holder

 -Sale of leather jackets and goods

 -Ensure store displays are always neat

 -Keep inventory

 -Responsible for cash duties

Abe and Mary's

Sales Associate

-Responsible for opening and closing store

September 2009- May 2010

May 2009- Present

-Sale of contemporary and high end clothing -Ensure store displays are always neat -Responsible for some cash duties -Ensure store is clean and tidy at open and close

## TD Canada Trust Customer Service Representative

-Perform day-to-day banking transactions for customers (deposits, withdrawals, bill payments, etc.)

## October 2008- May 2009

|           | Sotech Nitram                                       | September 2008- January 2009   |
|-----------|---|--------------------------------|
|           | Stagiaire (Seasonal)                                |                                |
|           | -Helped out with day to day office work             |                                |
|           | -Filing   |                                |
|           | -Prepared documents on Excel                        |                                |
|           | -Prepared bills to be sent to customers             |                                |
|           | -Created bill of lading for customers               |                                |
|           |   |                                |
|           |   |                                |
|           | Cadillac Fairview (Fairview Pointe Claire)          | July 2005- July 2008           |
|           | Guest Service Representative                        |                                |
|           | -Responsible for answering telephone calls for mall |                                |
|           | -Sold Gift Cards                                    |                                |
|           | -Gave out baby strollers and wheelchairs            |                                |
|           | -Gave general information about mall to customers   |                                |
|           |   |                                |
| Education | LaSalle College                                     | January 2009- Present          |
|           | Fashion Marketing                                   |                                |
|           | Concordia University                                | September 2007- September 2008 |
|           | Specialization Psychology                           |                                |
|           | Vanier College                                      | September 2005- May 2007       |
|           | Social Science specialization in Psychology         |                                |
|           | Riverdale High School                               | September 2000- June 2005      |
|           |   |                                |

Interests Skiing, reading, traveling, music and movies

References available upon request