**Migneault, Héloïse**

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**Profile:**

I recently graduated from the Business Management program at LaSalle College and was accepted in Finance at university. I enjoy learning and improving myself.

**Skills:**

* English, French
* Organized, conscientious, disciplined, analytical
* MS-Word, Excel, Sage, PowerPoint, Project 2016

**Education:**

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| Diploma - Collegial Studies (DEC) – Business Management  LaSalle College, Montréal, QC. | 2015 - 2018 |
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| Diploma – DES  École secondaire Des Rives, Terrebonne, QC.  École secondaire Robert Gravel, Montréal, QC. | 2008 - 2013 |
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**Work experience:**

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| **Cashier**  Métro & Jean Coutu, Montréal   * Welcome customers and offer the best possible service * Make transactions carefully and count cash and ensure till balances * Inform customers about policies and fidelity program * Keep and classify any important papers and answer phone calls | 2015 - 2017 |
|  |  |
| **Sales Associate/Cashier/Accessories**  Tommy Hilfiger (store is now closed) & Zara, Montréal   * Maintain store cleanliness and offer prompt service * Open and close store’s cash register system and fill out deposit slip * Complete transactions at the front, through telephone or RFID machines and offer assistance * Provide information about sales and promotions | 2014 - 2015 |

**Achievements:**

My team and I proudly won the second bursary in the CEO Competition organized at our college.

I was in charge of the financing and accounting.