Jasmine Mandawe

741 Millard St, Stouffville, ON L4A 0B3

647-454-5279 | [jasminemandawe@gmail.com](mailto:jasminemandawe@gmail.com)

**SUMMARY OF SKILLS**

* Learns quickly and is an attentive listener.
* Ability to complete tasks in a timely and organized manner with great effort.
* Able to multitask while prioritizing and working to produce the best possible results.

**EDUCATION**

**University of Waterloo Waterloo, Ontario**

*Student, Bachelor of Global Business and Digital Arts* September 2014 - April 2018

**St. Brother Andre Catholic High School Markham, Ontario**

*Ontario Secondary School Diploma, Honours*  September 2010 - July 2014

**CERTIFICATION**

* CPR certified through Act First Safety September 2012 - September 2015

**EXPERIENCE**

**UW Food Services Waterloo, Ontario**

*Caterer* October 2015 - Present

* Responsible serving food to students at the residence of Village 1.
* Frequently switch from four food stations to serve students.

**Play Ball Stouffville, Ontario**

*Soccer Coach* May 2015 – August 2015

* Teach young children the basic techniques of playing soccer.
* Demonstrate high levels of enthusiasm in a friendly environment.

**St. George Banquet Hall Markham, Ontario**

*Server* April 2014 - August 2014

* Assisted cooks with preparation of food and serving it to the guests.
* Brought food and drinks out to guests at each assigned table.
* Learned how to work in a fast pace environment while multitasking.

**Fickle Pickle Stouffville, Ontario**

*Hostess/Busgirl* September 2013 - June 2014

* Responsible for greeting customers and bringing them to their seats.
* Demonstrated high levels of efficiency, initiative, and enthusiasm.

**Remax Stouffville, Ontario**

*Assistant/Graphic Designer* September 2013 - April 2014

* Accountable for answering phones calls and booking appointments.
* Took initiative by re-designing paperwork headers and business cards when needed.

**Ampluso International Toronto, Ontario**

*Web Designer* November 2013 - February 2014

* Designed and created a website for the company, Ampluso International, for their homes in Belize.
* Learned how to manage time well by meeting the deadlines.

**Sew Be It Studio Toronto, Ontario**

*Assistant Instructor/Sales Associate* July 2013 - August 2013

* Responsible for helping instructor teach kids how to sew and assisting customers with their needs in the sales section of the studio.
* Gained strong social skills through meeting new kids and customer’s everyday.
* Took initiative and assisted in various tasks outside of job description.

**VOLUNTEER EXPERIENCE**

**Champion Life Centre Toronto, Ontario**

*Volunteer* January 2008 - Present

* Assist in preparation for church events such as after service dinners, Easter/Christmas presentations, etc.

**Marketing Club Markham, Ontario**

*Cofounder* September 2013 - June 2014

* Founded a club to organize various school marketing projects.
* Gained crucial knowledge on organizational skills and working with a team.

**The Enhancement Club Markham, Ontario**

*Cofounder/Vice President* September 2013 - June 2014

* Founded a club to improve the schools environmental problems through new initiatives and internal controls.
* Hosted events to help spread awareness of issues throughout the school.

**We Day Toronto, Ontario**

*Crowd Pumper/Honoured Guest Registration* September 2012 &September 2013

* Required to maintain high energy and positive attitude for more than 10 hours, with minimal breaks.
* Helped manage the flow of more than three hundred Honoured Guests coming into the venue and providing them with their seating information.

**HOBBIES AND INTERESTS**

* + Snowboarding, Yoga, Kickboxing, and Gymnastics
  + Travelling, Art, Fashion, Music, and Health and Wellness

**References Upon Request**