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## **Objective**

Acquire a position that will effectively utilize acquired expertise, creative talents and commitment to excellence. Desire a position with career growth potential.

## **Qualifications**

Assertive, proactive individual with management, sales and customer service experience with proven ability to meet client needs, close sales, anticipate customer needs and farm new customers and grow existing accounts. Quick learner and self motivating.

## **Work Experience**

**206site.com**, Mississauga, Ontario  
**Self Employed, Graphic Design**

August 2008 to Present

- I. Responsible for acquiring clients, identifying their needs and documenting the requirements of the client.
- II. Proficient in Adobe Photoshop, Illustrator and Indesign
- III. Developed design needs for print and web projects both large and small.
- IV. Managed the financial records for accounts receivable and payable.

**Katoen Natie Canada**, Mississauga, Ontario

October 1996 to August 2008

**Department Lead Hand/Customer Service** for a global petro chemical distributor for some of the world largest chemical and food manufacturers.

- I. Overseen a work force of 15 people.
- II. Responsible for the scheduling of work,man power and customer appointments on a daily basis.
- III. Inventory control for packaging supplies as well as customer products.
- IV. Communicated directly with customers regarding requirements of the clients.
- V. Tested new to market products and communicated feedback on the products to the customer.
- VI. Consistently achieved goals on sales of supplies to our customers as well as third parties.
- VII.The ability to safely operate counter balance forklifts and Raymond reach.

## **Education**

The Woodlands School, Mississauga, Ontario  
Successfully completed grade 13 - 1993