



# Rebecca Cole

ePortfolio: <https://www.visualcv.com/rebecca-cole?access=BK03ZyJ2t1>  
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## EDUCATION

Sept. 2014 -  
Present

Criminal Justice Policing Diploma      Lethbridge College

- Enhanced writing skills
- Detailed understanding of Canadian Criminal Law
- Awareness of diversity among the citizens of Canada

2011 - 2014

High School Diploma      Holy Trinity Academy, Okotoks

- Honor roll student Grade 11 and 12
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## PROFESSIONAL EXPERIENCE

Company1  
2011– 2012

Your Dollar Store With More – Okotoks, AB.

- Acquired customer service skills
- Learned to prioritize tasks
- Taught be to be responsible

Company2  
2012– 2013

Tim Hortons – Okotoks, AB

- Gained the accountability skills
- Learned to work under pressure
- Practiced fast and efficient work

Company3  
2013– present

Dollarama – Okotoks, AB

- Worked independantly and in a team
  - Enhance my customer service skills
  - Demonstrated reliable trait
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## SKILLS AND ATTRIBUTES

- Comfortable using computers
- Reliable and timely
- Efficiently operate an professional camera
- Hard-working
- Great at prioritizing tasks
- Enjoy interacting with other people



## VOLUNTEER EXPERIENCE

Aided young boy in wheelchair at summer camp, 2014

- Assisted young boy in games and travelling around town
- Planned ahead in order to bring all right equipment/necessities
- Ensured young boy had fun and interacted with all other children

School athletic events – Basketball tournaments, track and field day

- Challenged my organizational skills
- Interacted with customer service skills and management skills

Okotoks Harvest festival, 2013

- Taught young children how to play games
  - Created safe area for children to be left
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## AWARDS AND ACHIEVEMENTS

- Honors roll student for grade 11 and 12
  - ‘Most improved’ certificate in computer programming, 2014
  - Horse riding rosettes from several competitions
  - Ice skating certificates up to level 8
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## INTERESTS

Working out, horse riding, basketball, dancing, and writing

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## REFERENCES

Tracy Tell	Previous Supervisor Your Dollar Store with More (403)-973-5317
Launa Gratrix	Manager Dollarama (403)-651-2401
Michelle Rauckman	Owner Rockford Construction Company (306)-641-2444

