

258 Mississauga Street
Oakville, Ontario, Canada
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Kyla Hewis

SKILLS

- Adaptive to any situation
- Able handle stressful situations and individuals calmly and rationally
- Very efficient and skillful in technology
- File books efficiently

EXPERIENCE

Burlington Public Library, Burlington Ontario – *Page*

February 2019 – Present

- Sorts and files books
- Sets up and takes down programs
- Empties book drop
- Shelf-reads

Canadian Tire, Burlington Ontario – *Cashier*

October 2017 – January 2019

- Handling all cash transactions
- Balancing cash drawer
- Providing friendly assistance to all customers

Art Gallery of Burlington, Burlington Ontario – *Volunteer*

July 2016 – October 2019

- Care for children in the summer camp
- Help instructors lead the lesson
- Support special events (kitchen duties, greeter, server)

Burlington Public Library, Burlington Ontario – *Volunteer*

May 2017 – Current

- Help children do activities
- Help the instructors lead the program

Babysitting

November 2014 – August 2018

- Help children with their chores

- Prepare meals for family
- Organize and oversee outings
- Manage children's bedtimes

EDUCATION

Nelson High School, Burlington Ontario

September 2016 - June 2020

AWARDS

AGB 50 hour Volunteer Certificate (I have completed over 50 hours of volunteering at the Art Gallery of Burlington)

Grade 9 science award

Honours Award Grade 9 - 11

References

Rachel Sardella

Volunteer Coordinator

Art Gallery of Burlington

905-632-7796 x 312

Marian Dykstra

Co - Worker

Burlington Public Library

905-639-3439