

ALLEN CHRISTIANSON

1381 Aubin Road
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allenchristianson.ca

Experience

Store Associate

TJX CANADA
June 2021 - Current, Windsor ON

Audio Transcriber

GLOBALME
January 2018 - February 2018, Remote

QA Lead & Project Manager

CLEAR COM MEDIA
March 2018 - October 2020, Windsor ON

Technical Support Trainer & Consultant

SUTHERLAND GLOBAL SERVICES
May 2015 - January 2018, Windsor ON

Skills

- Bilingual in both French and English
 - Well organized and punctual
 - Works effectively as part of a team and under pressure of deadlines
 - Ability to communicate clearly and effectively with others
 - Detailed and thoughtful communication skills
 - Drive to deliver quality products and services
 - Eye for detail and passion for quality
 - Learns quickly and uses knowledge to teach others
 - Able to develop time- and cost-effective methods to streamline workplace processes
 - Project management, product training and quality assurance
 - Tech support and customer service
 - Spreadsheets, gantt charts, schedules and tasks lists
 - Writing, editing, proofreading, design and illustration
 - Web design and development
 - Graphic design and multimedia editing
 - Tech support and customer service
 - Bookkeeping and accounting
 - Skilled in softwares and web tools, such as:
 - Office management software
 - Web development platforms
 - Project management software
 - 3D modeling and rendering software
 - Retail skills, including cash register, inventory and shrink prevention
 - Cooking, baking and food preparation
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Education

Video Game Development

Durham College
2008 - 2011, Oshawa ON

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