
JESSICA LEBOW

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SKILLS

- Leadership
- Ability to multi-task
- Good time-management
- Strong communicator
- Problem solving
- Strong customer service skills

PROFESSIONAL SUMMARY

Detail-oriented with exceptional communication and time management skills. Strong ability to handle multiple tasks effectively and efficiently in fast-paced environments. Able to work independently as well as with a team.

WORK HISTORY

Specialty Head - Sail, 06/2024 - 08/2024

Camp Walden Canada

- Supervised and supported a team of staff members
- Led periods with age groups 7-15 years old
- Demonstrated strong leadership, communication, and problem-solving skills

Patient Experience, 04/2023 - 06/2023

Princess Margaret Cancer Foundation

- Helped assist with completing patient experience records and creating on-site spaces for virtual appointments
- Worked with a team

Front-of-House, 04/2022 - 08/2022

La Rocca Creative Kitchen

- Greeted and assisted customers in-person and over the phone
- Handled and prepared food and various beverages
- Worked the POS system and handled cash

Prep cook/Delivery Driver, 09/2020 - 08/2021

Taste Culinary

- Packaged delivery orders, assuring all items were made and packaged correctly
- Adhered to food safety regulations and cleanliness guidelines
- Demonstrated time management and multitasking skills in a fast-paced environment

VOLUNTEER EXPERIENCE

- Board member, BBYO chapter, Led programming and events with peers Grade 8-12
- Registration assistant, PMCF Ride to Conquer Cancer, Assisted with the registration process

EDUCATION

Bachelor of Science: Honours BSc Health Sciences, Expected in 05/2025

Wilfrid Laurier University - Waterloo, ON

CERTIFICATIONS

- Standard First Aid and CPR
- Bronze Cross
- Food Handler Certificate

REFERENCES

Available upon request