

Jocelyn Closs

4K Spadina, Unit 828
Toronto ON M5V 3Y9
mobile: 416-906-7064
jocelyn_closs@hotmail.com

Education

Ryerson University Toronto, Ontario

Working toward a Bachelor of Design in Fashion Communication
Degree expected May 2010

Employment History

The Keg Steakhouse + Bar Toronto, Ontario 165 York Street

June 2008 – Present

Hostess

Duties: Hospitality, organization, deal with questions and concerns

Tristan Toronto, Ontario (Eaton Centre)

September 2007 – April 2008

Part Time Sales Associate

Duties: Worked with sales team to deliver excellent customer service and sales in a professional manner

Second Cup Coffee Co. Windsor, Ontario

November 2005 - August 2006

Part Time Coffee Agent

Duties: To serve the public, work cash, clean, used espresso machine to create drinks efficiently but with care

A&P Windsor, Ontario

October 2004 - November 2005

Part Time Cashier

Objective: To serve the public with the utmost respect and efficiency

Work Experience**May 2009 - Present**

Intern at RED BOX Inc. Design Studio

- Administrative work
- Design/Upkeep of files

2005 Certified Gymnastics Level 1**2003** National Coaching Certification Program
Coaching Association of Canada certified Level 1
(Theory and Technical components passed)**Volunteer Experience****2007** L'Oreal Fashion Week**Achievements****2003-2005** OFSAA gymnast for St. Anne High School**2002** SWOSSA track athlete for St. Anne High**2002 - 1995** Competitive Provincial gymnast/tumbler**Honours**

- 2006**
- Ontario Scholar and Gold Cord Recipient
 - Recipient of Knights of Columbus Council 4924 Bursary
 - Recipient of Knights of Columbus Council 9671 Bursary
 - Recipient of OECTA Windsor-Essex Secondary Unit Student Bursary
 - First Year Entrance Scholarship - Ryerson University for Fashion Communication

- 2002-2006**
- Honour Student - Grade 9- 12
 - University of Windsor Science Fair: Engineering Award

Skills**Computer** Confident with Adobe Photoshop, Illustrator, InDesign, Microsoft Word, Familiar PowerPoint and Excel.**Photography** Experience using a digital SLR, using manual and automatic settings

- Personal**
- Confident in giving presentations, as well as effectively communicating ideas both written and orally
 - Friendly, outgoing, punctual, hardworking, organized, strong interpersonal and teamwork skills

Interests Graphic Design, Advertising, Fashion, Photography, Travel and Learning to Surf

References

Shannon Marshall

Manager, The Keg Steakhouse + Bar
Toronto, Ontario 165 York Street
(416) 703-1773

Grahame Lynch

Professor, Ryerson University
Toronto, Ontario
(416) 805 - 8853
(416) 979-5000 ext 4550
g3lynch@ryerson.ca

Joseph Medaglia

Professor, Ryerson University
Toronto, Ontario
(416) 805 - 8853
(416) 979-5000 ext 7068
j2medgal@ryerson.ca

Christine Campbell

Owner, Second Cup Coffee Co.
13462 Tecumseh Rd. East, Windsor, Ontario
(519) 735-9293