

Andrew Henderson

E-mail: awhenderson99@outlook.com

Tel: +1 (441) -705-1199

GOAL:

Seeking an internship/co-op opportunity in order to graduate and widen my professional breadth, whilst expanding my local network, challenging my current skillset, and contributing to a positive, passionate work culture.

STRENGTHS:

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- Strong organizational and time management skills and ability to manage multiple priorities effectively.
 - Excellent research and analysis capabilities, with regard to problem solving and exceeding expectations.
 - Priority given to professional approach with friendly demeanor.
 - Proven performance in creating, leading and managing fundamental and complex projects to tight deadlines.
 - Advanced computer applications.
 - Team-oriented
 - Effective collaboration and Outcome focused
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WORK EXPERIENCE

Rosewood Bermuda (05/2018- 08/2019)

Summer Intern - Purchasing and Logistics.

- Managed delivery process – import/export of supplies
- Microsoft Excel: data entry – commercial invoice's

Meyer Agencies Ltd (06/2018 – 08/2018)

Shipping Agent Assistant

- Provide arrival/departure reports for container ships
- Clear commercial vessels prior to arrival
- Collect prescription/supplies requested by Cruise line

De Fontes Radio Station (09/2016- 06/2017)

High School Co-op

- Transferring files within internal databases
- Preparing databases for radio playlist
- Edit BBC news clips for airing

Somers Management (06/2015- 08/2015)

Summer Intern

- Landscaping
- Gardening

W.S Henderson Excavating (06/2014- 08/2020)

Summer Intern

- Underground trenching
- Machine operating

EDUCATION

2017- Current

Niagara College

- Bachelor's in Business Administration (Honors) International Commerce and Global Development
- Associates Degree in Business Administration (Honors) International Commerce and Global Development (2020)

2013 – 2017

Mount Saint Agnes Academy

- Honors in Grades 9 and 10.

COMPUTER SKILLS & COURSES

- Adept in Microsoft: Excel / Word / PowerPoint
- Data analysis - entry
- 'Balance sheet' analysis
- 'Market Entry Strategy' analysis

PROFESSIONAL DEVELOPMENT COURSES

- 'Special Topics in Insurance' – ABIR (BDA College)
- Microsoft Excel: Spreadsheet applications
- Accounting / Finance / Macroeconomics / Marketing / International Trade / Global Development
- Global Strategic Management / Enterprise Resource Planning
 - Consecutive placing in Top 100 via International platform
 - Participants: 22,810 students / 219 Colleges

PROFESSIONAL AFFILIATIONS AND AWARDS

- **Niagara Presidents Honor Roll:**
 - Award given for maintaining an average of 90% and above during the semester
- **Niagara College Scholar Award:**
 - Award given for maintaining an average higher than 80% over 3 years

INTERESTS AND HOBBIES

- Offshore / Deep-Sea Fishing
- Football (Soccer) – entertainment and personal activity