

Bergen M. F. Critchley

Contact Information: 7467 Alder Street, Mission, B.C., V2V 5H1
604-682-1295
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Training And Education: Canadian Red Cross Standard First Aid CPR/AED (Level C)
Chief Scout Award (2017)
Queen's Venturer Award (2019)
George Willoughby Cooke Award, Grade 8 Science (2013)
Summit Learning Centre Award for Leadership/Service, Grade 9
High School Diploma (Graduated 2018)
Currently in my second year attending UFV

Work Experience: **Service Writer at Mission City Motors (May 2019-Oct. 2020)**

Writing work orders and invoices for automotive repairs, speaking to suppliers and ordering parts, and putting together estimates for customers. This position required face-to-face interpersonal skills, phone skills, and computer skills, including specialized automotive shop software. Teamwork and cooperation with coworkers, colleagues, and suppliers was also required.

Archivist at Supreme Steel - Vancouver (2015-2016)

Archiving and digitizing negatives, documents, and photographs for a historical record of architecture and steel construction in Vancouver. This position required skills in research and digital photo editing software.

Private Dog Walker (2016)

Responsible for walking and caring for dogs on a weekly basis.

Skills:

Technical Skills

Knowledge of both Apple and PC computers, word processing and presentation software

Professional experience answering, engaging with customers/suppliers, and relaying information over the phone

Basic knowledge of French and ASL

Excellent reading and writing skills

Good researcher with both digital and analogue sources

Good drawing and sketching skills

Personal Skills

Leadership and interpersonal skills when working with people and animals

Self motivation and organization

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Attention to detail
Basic defence training (various styles)
Outdoor skills (Hiking, camping, skiing, etc.)
Good strategic reasoning

References:

Katie King - 604-524-4421 (Fax: 604-524-4465)
Former Head of HR at Supreme Steel, Delta location
Lee Rego - 604-288-1565
Group Commissioner at 1st West Heights Scout Group
Stacey Harris - 604-202-2859 - Former dog walking client
Terry Burns - 604-524-4421 (Fax: 604-524-4465)
Former General Manager at Supreme Steel, Delta location
Dean S. Chenery - 604-302-4385
Head Scouter at 1st West Heights Scout Troop