

JAY PATEL

Business Management Graduate | Finance • Business Analysis • Commercial Analysis

Airdrie, AB | 403-953-2110 | Jay@jpatel.work | [LinkedIn](#) | [Portfolio](#)

PROFESSIONAL SUMMARY

Business Management graduate with 10,000+ hours of hands-on business experience across entrepreneurship, sales, retail operations and supervision. Helped grow average daily sales from approximately 1,500 to 25,000 and expand a team from 2 to ₹ ₹ 10+. Graduated with a 3.82/4.00 GPA, With Distinction, and completed the Google Data Analytics Professional Certificate. Now targeting finance, business analysis and commercial analysis roles where practical business judgment and data-driven problem solving can create measurable value.

SELECTED EXPERIENCE

Supervisor - Part-time | Cask & Screw Liquor Store | Jan 2025 - Present | Airdrie, AB

- Support day-to-day store operations including inventory, receiving, replenishment, merchandising, POS transactions, cash handling, customer service and opening/closing procedures.
- Assist with product ordering, inventory-level decisions and staff coordination while maintaining responsible liquor-service and age-verification standards.

Seasonal Sales Associate - Mobile Department | Best Buy Canada | Nov 2025 - Dec 2025 | Alberta

- Supported customers during the high-volume Black Friday and holiday period, helping compare mobile devices, offers and related products in a fast-paced retail environment.

Field Sales Representative | Rogers Communications | May 2025 - Sep 2025 | Calgary, AB

- Generated sales opportunities through customer needs analysis, product recommendations, pricing explanations, objection handling, prospecting and closing.
- Managed leads and follow-ups using Salesforce CRM and coordinated with internal teams to support successful customer service installations.

Owner / Operator | Chatkazzz Sandwich House | 2019 - Jan 2023 | India

- Helped grow average daily sales from approximately 1,500 to 25,000 (16.7x) and expand the team from 2 employees to 10+.
- Managed purchasing, inventory, supplier relationships, pricing, cash handling, customer service, staff coordination and daily operations across 10,000+ hours of hands-on experience.

PROJECT

Retail Website Concept | Cask & Screw Liquor | 2026

- Designed and developed a responsive 58-product retail catalogue with search, category filtering, inventory-based pricing, dynamic store-hour logic and mobile-focused customer actions; deployed with GitHub Pages.

EDUCATION & CERTIFICATION

Business Management Diploma - General Management | Olds College of Agriculture & Technology | 2023 - 2025

GPA 3.82 / 4.00 | With Distinction | President's List | Dean's List

Relevant coursework: Small Business Finance, Accounting Principles I & II, Economics, Research & Data Management, Risk Management, Operations Management, Innovation & Strategy, Project Management.

Google Data Analytics Professional Certificate | Google | 2026

SKILLS

Analysis: Microsoft Excel, Google Sheets, KPI Analysis, Spreadsheet Analysis, Financial Statement Analysis (Foundational), SQL Fundamentals, Data Cleaning, Data Visualization

Business & Commercial: Sales, Consultative Selling, Salesforce CRM, Inventory Management, Purchasing & Vendor Relations, Cash Management, Team Coordination, Customer Service

Digital: HTML, CSS, JavaScript, GitHub Pages, Microsoft Word, PowerPoint, Google Workspace

ADDITIONAL CANADIAN EXPERIENCE

Wendy's - Customer Service Attendant | Walmart Canada - Dairy & Frozen Associate | Red Swan Pizza - Food Counter Clerk | Independent delivery work through Uber Eats and DoorDash