

Kristen Egerter

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EXPERIENCE

Sales Specialist

Ontario Lottery and Gaming Corporation - Peterborough, ON **May 2024 - August 2024**

- Conducted comprehensive audits of OLG-owned assets at retailers.
- Prospected for a potential OLG sales expansion site.
- Conducted quarterly sales reviews with retailers to optimize retailer performance.
- Trained 1000+ users on new self-serve technology by providing step-by step guidance.

Office Assistant

Ontario Ministry of Transportation - London, ON **May 2023 - August 2023**

- Established and maintained a centralized electronic archive, streamlining access for authorized personnel while ensuring data security and confidentiality.
- Collaborated with cross-functional teams to gather and assess document requirements, ensuring compliance with organizational standards and regulatory guidelines.

Waitress and Food Prep

Chinatown Restaurant - London, ON **September 2020 - August 2022**

- Accurately took and delivered orders, addressed customer inquiries, and coordinated with kitchen staff to expedite service.
- Demonstrated ability to maintain a friendly and welcoming atmosphere while managing diverse tasks.

EDUCATION

BBA Hons. (Honours Bachelor of Business Administration)

Accounting and Finance, Trent University, Peterborough, ON **Expected in May 2026**

High School Diploma

Saunders Secondary School, London ON **June 2022**

ACCOMPLISHMENTS

- **Math Award** (Best in Graduating Class) **2019**
- **Award of Distinction and Honours** **2018, 2019**
- **Gold Medal Division A Champions**, Basketball TVDSB **2018**

CERTIFICATIONS

- **SmartServe** **July 2022**