

Mishka Francis

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EDUCATION

Cambridge Rindge and Latin High School

Cambridge Ma, United States

High School Diploma

Expected [June 2024]

- **GPA:** [xx] / 4.0
- **Honors:** [xx]
- **Relevant Coursework:**

WORK & LEADERSHIP EXPERIENCE

[EachoneTeachone]

[Cambridge ,Ma]

[Tech Intern]

[July 2021] [August2021]

● **[[Professional Website]**

- Interact with individuals in a professional setting through zoom and slack to complete tasks.
- Manage assignments by investing my own time in projects for proficient results.
 - **[Coding]**
- Learning something unfamiliar that connects with replicating a website that is confirmed through certificates or badges.

[WorkForce Youth Program]

Cambridge, Ma

[student]

[October 2020] – [May 2021]

- Learn leadership skills and life lessons
- Practice professional Workplace etiquette
- Applying habits students are taught to our school life and personal life for example setting goals, identifying risky behaviors, and learning what our priorities should be.
- Enhance leadership skills by carrying out simple duties in groups

[WorkForce Career Mapping Workshop]

Cambridge, Ma

[WorkForce Student]

[March 3rd 2021] – [April 4th 2021]

- Completed work that taught us about financial literacy
- Mapped out / predicted what our lives would be life for example location, job ,position, salary,benefits and etc
 - Worked on magnifying our speaker skills through making our own elevator pitch and presenting work to peers.

[EachoneTeachone]

[Cambridge ,Ma]

[Tech Intern]

[July 15,2020] - [August 2020]

SKILLS, ACTIVITIES & INTERESTS

Languages: Fluent in [xx]; Conversational Proficiency in [xx]

Technical Skills: [List any programming languages –]

Certifications & Training: [Any extra courses or programs relevant to finance]

Activities: [Student Clubs, Volunteer Work, Independent Activities]

Interests: [Keep this to 1-2 lines and be specific; do **not** go overboard]