

MUSTAFA MOHSIN

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EDUCATION

Toronto Metropolitan University – Ted Rogers School of Management

Bachelor of Commerce

– **Relevant Coursework:** Economics, Law, Business Ethics, Global Management, Accounting, Information Technology.

PROFESSIONAL EXPERIENCE

RoyalLePage Terrequity Realty

Executive Assistant

Toronto, Canada

Spring 2026

- Supported senior leadership and brokerage operations through client communications, scheduling, documentation, and administrative coordination.
- Managed multiple concurrent client and operational tasks, helping improve workflow organization and responsiveness.
- Assisted with real estate transactions, documentation, and day-to-day brokerage activities while maintaining accuracy and confidentiality

Elections Canada

Deputy Returning Officer

Toronto, Canada

Fall 2025

- Oversaw election-day operations and voting procedures to ensure an organized, efficient, and compliant voting process.
- Coordinated with election staff and assisted voters throughout the voting process while maintaining accuracy and confidentiality.
- Processed and verified 800+ voters/ballots while adhering to Elections Canada procedures and operational requirements.

King Tea

Co-founder

Toronto, Canada

2020 – Present

- Built the brand from the ground up, generating approximately \$30K in annual sales through primarily in-person and direct-to-consumer channels.
- Developed and executed branding and marketing initiatives to strengthen customer engagement and establish the brand within its target market.
- Managed relationships with customers and distribution partners across Canada and the United States, supporting continued brand growth.

EXTRACURRICULAR ACTIVITIES

CRC

Board Member

Markham, Canada

2020 – Present

- Supported community outreach and administrative operations for a non-profit organization serving local residents.
- Contributed to the planning and execution of various cultural and community events, supporting engagement and participation.

ISM Youth

Team Lead

Markham, Canada

2022 – Present

- Planned and executed large-scale community events, including fundraisers, carnivals, youth programs, and retreats.
- Oversaw a team of 15 volunteers across events to ensure smooth operations and effective program delivery.
- Supported event logistics, outreach, and team coordination for programs serving diverse audiences across the community.

Markham City Sports

Program Staff

Markham, Canada

2025 – Present

- Assisted with event planning, scheduling, registration, and administrative tasks to support community sports programming.
- Worked with staff and participants to ensure organized program delivery and a positive community experience.

ADDITIONAL INFORMATION

Involvement: TRSS member, Amnesty member, GMSA member, MSA member, TCF member

Athletics: TCBL summer 2026 finalist, 2025 Salaam cup hockey finalist, Lifeguard

Interests: NBA (Toronto Raptors supporter), Swimming (butterfly stroke), Cooking (favourite meal: steak), Collecting cologne