

**Name:** Samandeep Singh

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## Personal Profile

Motivated and reliable Level 2 IT student with a strong interest in computer systems, web development, and technical support. Able to work well both independently and as part of a team. Keen to develop practical IT skills and gain real-world experience in the technology sector.

## Education

**Level 2 Diploma in Information Technology, City College London, September 2024 – Present**

### Key Units Studied:

- Technology Systems
- Creating a Website
- Digital Portfolio
- IT Support and Networking Basics
- Cyber Security Fundamentals

## IT Skills

- Basic HTML & CSS
- Microsoft Word, Excel, PowerPoint
- Computer Hardware Basics
- Operating Systems (Windows)
- Internet Safety & Cyber Security Awareness

- File Management and Data Storage

## Work Experience

### Retail Assistant (Part-Time), London, London

June 2023 – August 2024

- Assisted customers with enquiries
- Operated till and handled cash
- Maintained stock and store organisation
- Developed communication and teamwork skills

## Projects

### Personal Portfolio Website (Coursework Project)

- Designed a basic website using HTML and CSS
- Included personal profile, skills, and achievements
- Focused on layout, design, and accessibility

## Key Skills

- Problem-solving
- Teamwork
- Time management
- Communication skills
- Attention to detail

## Interests

- Learning new technology
- Web design
- Gaming and computer hardware

- Exploring new software tools

## **References**

Available upon request