


HARPREET KAUR

Seeking a promising career that provides an opportunity to apply and enhance my current skills to acquire new skills, thereby contribute constructively to the organization. Through sheer dedication, discipline, hard work, constant learning and maintaining the work standard. I want to grow in better quality professional.

Contact

 **Phone**
4168870750

 **Email**
happyhk1097@gmail.com

 **Address**
8333 Rue David - Boyer
LaSalle, H8N1Z9

Education

In Progress

**PGD - Computer Science
Technology - Software Testing**

2020
Bachelors in Computer Science

Expertise

- Computer literacy
- Project Management
- Public Relations
- Teamwork
- Time Management
- Effective Communication
- Critical Thinking

Language

English

Hindi

Punjabi

Basic French

Experience

Purolator

Aug 2023- feb 2024

General Laborer

- Load and unload products from shipment trucks and store them in the proper area
- Use company databases to record shipments, monitor stock levels and send reports to supervisors
- Perform inventory counts and maintain accurate information about the number and quality of products
- Report any missing or damaged products to your supervisor
- Package and label orders for shipment

Hudson Bay warehouse

May 2023 -July 2023

General Laborer

- Moves items from place to place, according to direction from the site supervisor.
- Moving tools, equipment, or other material as directed in plans or by supervisor.
- Mark and label stock
- Follow safety protocols and procedures
- Clean and maintain warehouse equipment

McDonald's

Jan 2023- April 2023

Crew Member

- Greeting customers with a smile
- Taking accurate food orders
- Preparing all of McDonald's World- Famous food
- Partnering with other Crew and Managers to meet target goals during your shift
- Restaurant Cleanliness
- Ensuring items are well stocked

Availability

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Full day	After 5pm	After 5pm	After 5pm	Full day	Full day	Full day