**HELI KHENI**

+1(416 833 3737) [helipatel56789@gmail.com|](mailto:helipatel56789@gmail.com|) Location: 222 elm street, Toronto, Ontario,M5T 1K5

**SKILLS SUMMARY**

* *Communication Skills* - Fluent in English, Hindi, and Gujarati languages
* *Teamwork* - Excellent team player with focus on collaboration, team-building and customer relations
* *Additional skills:* Punctuality, Adaptability, Positive Attitude, ability to carry heavy weight items
* Prioritization, Multitasking, and problem-solving abilities in fast paced environment
* Experienced with Microsoft Office (Word, Excel, PowerPoint) on Window or Mac OS
* To create long-lasting and strong relationships with customers and co-workers
* Excellent memory, Ability to work under pressure

**EDUCATION**

* Currently studying in Humber College, International graduate school Campus, Downtown toronto.
* Completed my Bachelor of Science (Information Technology), Surat Gujarat, India.

**EXPERIENCE**

**Cook** April-2022 to working

Banh Mi boys sandwich shop, on Toronto

**Henna Artist** March 2018 – December 2019  
Joufi Bridal Studio, Surat, India

* Provided positive customer experience with fair and friendly.
* Females, Males, Children and The elderly all have requested for Henna service for Events.
* I drew Henna for marriage, parties, festivals and baby showers.

**Baker** June 2018 – February 2019  
Super bakery, City light, Surat, Gujarat, India

* Baked all types of cakes and cupcakes including different flavours like chocolate, strawberry, etc.
* Adhered to proper food handling, safety, and sanitation standards during food preparation.
* Prepared customized cakes for different events such as birthday, marriage, baby shower, festivals.

**Tutor**  December 2018 – August 2021Nobel international classes, Surat, Gujarat, India

* Tutored 100+ students from 1st to 10th Standards in English and Gujarati languages.
* Created and implemented 50 up lesson plans and timetable for all students.
* Met and collaborated with students’ parents to set realistic learning goal.

**AVAILABILITY (Flexible hours)** 

* Monday: morning to 10PM
* Tuesday: morning to 5 PM
* Wednesday: morning to 5PM
* Thursday: -
* Friday: After 2 PM
* Saturday: morning to 10PM
* Sunday: morning to 10PM