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| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Jaskirat**  **Singh**     |  |  | | --- | --- | |  | sjaskirat988@gmail.com | |  | +1(437)258-4855 | |  | Scarborough, ON M1E-2Y2 | | | **Skills**   * Proficient multi-tasker and solid work ethic. * Attentive to detail. * Sales proficient. * Excellent communication skills with fluency in English and Punjabi. * Flexible schedule. * Excellent interpersonal skills. * Strong leadership skills and a team player. * Proficient multi-tasker and solid work ethic. * Attentive to detail. * Sales proficient. * Excellent communication skills with fluency in English and Punjabi. * Flexible schedule. * Excellent interpersonal skills. * Strong leadership skills and a team player.   **Education**  Centennial College  *Undergraduate diploma* : Software Engineering  Akal Academy  Chunni Kalan, Punjab, India  05/2021  *High School* : Non-Medical  **Certifications**   * Security Guard License * CPR/AED Training Level C * G1 License | | |  | | --- | | **Professional Summary**  To obtain the position of Residential Concierge where my strong communication and organizational skills can be utilized to provide excellent service to residents. | | **Professional Experience**  Sales Associate  1/2023- 2/2023   * Greeting customers and providing them with information about products or services. * Follow all company guidelines regarding packaging. * (Quality Inspection) Identify and dispose of defective items. * Properly use packaging materials, including hand tools, glues, nails, padding, etc. * Maintain a clean work area.   Odin Protection Security - Security guard  11/2022 - 12/2022   * Worked as a Security Guard at Lisa cosmetics sale. * Patrolling the area. * Monitor the public entrance. * Reporting any suspicious activities.   **Availability**     * Available to start immediately. * Available on weekends for day and night shifts. * Available for overnight shifts on weekdays. | |

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