**Saim Ali**

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Address: 70 Mornelle Court, M1E4S8, Scarborough, Ontario

**SKILLS SUMMMARY**

* Communication Skills (Multilingual) - Fluent in English, Urdu, and Punjabi languages.
* Teamwork - Excellent team player with a focus on collaboration, team-building, and customer relations.
* Web designing and development skills- Knowledge of HTML, CSS, JavaScript, and node.js.
* Good understanding of python, c#, PHP, and MySQL.
* Money Math Skills - Responsible for handling cash at Point of Sales (POS) and Telephone orders
* Additional skills: Punctuality, Adaptability, Positive Attitude, ability to carry heavy weight items
* Prioritization, Multitasking, and problem-solving abilities in a fast-paced environment
* Experienced with Microsoft Office (Word, Excel, PowerPoint) on Windows or Mac OS

**EDUCATION\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Currently studying in Centennial College, Progress Campus in software engineering technician diploma.
* Completed my schooling from Simra Academy, Ontario, Canada.

**EXPRIENCE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Web designing** (In subjects) September 2021 – May 2022

Centennial College

* Completed multiple website projects using HTML, CSS, JavaScript, and node.js.
* Resolved customer issues and answered questions.
* Managed websites on user demand.

**Volunteer** (Food Pantry: Sikh Temple) On weekends Council of Islamic Guidance, Pickering, Canada.

* Responsible for food sorting, categorizing perishable and non-perishable food donations.
* Helped in Vegetable prep, cleaning, dishwashing, and food distribution.
* Provided Admin Support by doing Data entry, mail preparation, and event management.

**Concierge/ Security Guard (Part- time)** **December 2021- January 2022**

* Authorizes access to the facility gates and maintains visitor/vendor data.
* For patrols and security inspections, supervise a team of 10-day shift security guards.
* Respond to security alarms and analyze the severity of prospective and actual disruptions.
* When necessary, make contact with law enforcement and other emergency management professionals.