

SAKSHI PATEL

sakshipatel0222@gmail.com

Contact Number: +1 647 574 0971

7 Shaddock Crescent, Scarborough ON- M1J 1L3

Skills:

- Handled customers with communication skills.
- Enhanced in responsiveness towards customers.
- Organized multi-tasker
- Quick learner
- Extensive experience with Microsoft Office
- Excellent time management skills

Professional Experience:

- **Petro Canada** **September 2021 to Now**
 - Have experience in working Gas station.
 - Habituated with busy working environment.
 - Good experience with handling customer
- **ShivShakti Flour Mills, Vadodara** **May 2019 to January 2021**
- **Business**
 - Improved customer satisfaction by solving queries.
 - Efficiently served all customers
 - Proficient in cash management.
 - Successfully Prepared Reports for Import/Export Products.

Volunteer Work Experience:

- **Haridham Sokhda, Vadodara, India** **2018 to 2021**
 - Presented and helped various events and tasks which enhanced my communication skill.

Education

- Computer Programming and Analysis, Advanced diploma Program, Seneca College, ON **In Progress**

Availability: Part Time

