# **Arshpreet Kaur**

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#### PROFESSIONAL SUMMARY

I worked under different companies to see how things work under different conditions. Now, I am capable of working under any condition as I have a lot of experience. I always work hard to meet the company's requirements.

#### **WORK EXPERIENCE**

VIP Cast Member Nov 2021 - Present

Cineplex • Vancouver, British Columbia

- Use equipment to prepare hot beverages such as coffee and tea specialties
- \* Serve customers at counters or buffet tables
- \* Remove trash and clean kitchen garbage containers
- Greet patrons, present menus, make recommendations and answer questions regarding food and beverages
- \* Take orders and relay to kitchen and bar staff
- Serve food and beverages
- \* Prepare and serve specialty foods at patrons' tables
- \* Present bill to patrons and accept payment

Fashion Associate Jul 2021 - Sep 2021

Walmart • Burnaby, British Columbia

- Greet customers and discuss type and quality of merchandise they are looking for
- \* Assist in display of merchandise.
- \* In this position people need patience to wrap all the mess created by people and make them look nice and clean.
- Stocking up on new products every day to attract people.
- \* Dealing with different types of customers either in-person or over phone to answer their queries.

Production Worker Oct 2020 - Sep 2021

Pizza Hut • Burnaby, British Columbia

- \* Take customers' orders
- Clean, peel, slice and trim foodstuffs using manual and electric appliances
- \* Use a deep fryer, grill, oven, dispensers and other equipment to prepare fast food items such as boneless wings, fries, salads, and other.
- Portion, assemble, and wrap food or place it directly on plates for service to patrons, and package take-out food
- \* Wash worktables, cupboards, and appliances

- Sweep and mop floors and perform other duties to assist cook and kitchen staff.
- Clear and clean tables and trays in eating establishments
- \* Wash dishes, glassware, flatware, pots, and pans using dishwasher or by hand

#### **EDUCATION**

## **Computer Studies**

Sep 2020 - Aug 2022

Langara College • Vancouver, British Columbia

In this program I learnt different programming languages such as HTML- to produce appealing websites, CSS- to style the web pages, Java- to create applications that can run, JavaScript-to make the command executable, C++, Database- used for storing, maintaining and accessing any sort of data and Linux- to perform different actions which are executable on the terminal. Apart from this, I am familiar with the basics of computers like Microsoft office which includes MS Excel, MS PowerPoint, MS Word, Outlook and so on.

### **SKILLS**

- Microsoft applications proficiency
- \* Organization and Time management
- Flexible and Adaptable
- Multitasking abilities
- \* Self-Motivated professional
- \* Good listening skills
- Planning and Coordination