

# Harmanjeet Mainh

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205 – 302 College Ave W,  
Guelph, ON, Canada

## SUMMARY

Creative Web Developer with ability to learn and collaborate in rapidly changing environments and compositions. Eager to tackle web development challenges to achieve lasting impacts on user experience.

## KEY SKILLS

- Client Relationship Management
- Website Creation
- Website Maintenance
- Application Development

## TECHNICAL SKILLS

- **Languages:** HTML, CSS, JavaScript, MySQL, Java, PHP, Basics of C++
- **Software and Tools:** WordPress, Dreamweaver, NetBeans IDE, Visual Studio Code, Microsoft Office, WEKA

## WORK EXPERIENCE

### Website Maintenance:

Tempotech Controls Inc.

Aug2023-Present

- Keeping the website up-to date and ensuring its working at full-capacity effectively.
- Monitoring the performance of website to ensure its loading quickly and is functioning properly. It also includes monitoring the page load times and website uptime and making changes to website to improve its performance.
- Managing the content of the website to keep it fresh and engaging for visitors. Adding new pages and updating existing pages to keep the products and content up to date.
- Ensuring the security updates for the website to protect it against any vulnerabilities. Regular backups to protect against data loss are performed regularly.

**Front-Desk:**

Tempotech Controls Inc.

Jan2022-Jan2023

- Successfully managed the information of clients like client details, client orders and inquiries.
- Answered all incoming calls and redirected them to the designated staff or kept their messages.
- Warmly greeted and welcomed the customers and other guests coming to the office or talking over the phone.
- Replied back to the emails and enquires of clients as well as managing their order status.
- Handled client complaints patiently and provided them with the effective and appropriate solution.
- Managed all the incoming and outgoing mails.

**Fashion Associate:**

Walmart:

March 2019-March2021

- Stocking and zoning of all the latest fashion merchandise on the salesfloor to attract customers and according to their needs.
- Providing excellent customer service by helping them in location various products as well as checking prices of the items they need.
- Keeping the area clean and hazard free by processing and stocking all the merchandise in their proper place.
- Displayed the merchandise in more attractive manner and handled it with the care.
- Adhered to all the store policies, rules and regulations.
- Maintained the fitting rooms nicely for the customer use by picking up the stuff as well as cleaning them when needed.
- Provided customers with the relevant information and suggestions.

## EDUCATION

**Web Design And Development** (University of Guelph)

- Online course in Web Design and Development

**Master Of Technology** (Guru Nanak Dev Engineering College)

- Masters in Information Technology with specifications in Data Mining and Data Science
- Graduated in 2017

**Bachelor Of Technology** (Guru Nanak Dev Engineering College)

- Bachelors in Information Technology
- Graduated in 2013

**References available upon request.**