1610 Greenfield Avenue, Kamloops, BC, V2B4N3.

JAGJIT SINGH BILKHU

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**Summary**

An ambitious and results-driven individual with strong academic credentials combined with a diverse background of extra-curricular activities and interests. Possess strong leadership as well as team working skills along with the ability to creatively and practically deal with unforeseen problems/issues.

**Skills**

* Excellent problem troubleshooting skills with ability to quickly implement solutions to get desired results.
* Computer proficient using Microsoft windows, Linux OS and Macintosh OS.
* Able to perform and accomplish tasks under pressure while meeting deadlines.
* Collaborative team worker: Worked in a teams of 3 - 6 both at school and work to plan and accomplish multiple projects.
* Great Communication and customer service skills: Created and gave multiple presentations at school and also served customers at Denny’s and Spice restaurants.
* Languages: Can fluently speak in English, Hindi and Punjabi.
* Reliable and punctual to submit assignments and accomplish tasks.

**Education**

**Computing Science Diploma**

*Thompson Rivers University - 2015-Present (Kamloops)*

* Java, Python, C, and C #: Created multiple programs and applications like TIC TAC TOE Games, company registration interfaces linked to database and many more.
* HTML 5.0, CSS and Java Script: Created websites with use of tables, web forms, styled them with CSS and added functionality using Java Script.
* Excel: Created multiple spreadsheets for data storage. Created charts, spark lines, pivot tables to ease analysis of data and improve presentation.
* Access: Created data bases and used queries, forms and reports to analyze, filter and sort data. Also linked databases to share data and get input from text and excel files.
* Game Maker: Worked in a group of 4 to design and create a role playing game on game maker platform.

**Advanced Sciences High School Diploma**

*Aga Khan High School – 2011-2013 (Kampala, Uganda)*

Graduated with one of the best grades in my high school taking courses in Math’s, Physics, IT and

Economics. Received multiple honor roll awards and prizes for excellent performance in academics and sports.

**Experience**

**Kitchen Assistant**

*Spice of India – June 2015 - Present (Kamloops)*

* Demonstrated great team working abilities while working in the kitchen with a team of three chefs.
* Perform regular inventory checks to ensure chefs face no shortage when working. Also helped plan the quantities of required supplies and restocked supplies in kitchen and stores.
* Oversaw the food preparation for chefs and provided servers with correct orders for the customers both for take outs and sit in’s.
* Organizing and stocking food supplies in sorted order to keep fresh and healthy.
* Ensure freshness of food and ingredients by checking for quality, keeping track of old and new items, and rotating stock.

**Teaching Assistant (Volunteer)**

*Thompson Rivers University – Jan 2016 - Present (Kamloops)*

* Responsible to mark and grade student quizzes, tests and assignments and provide proper feedback to them.
* Help instructor during lab sessions to explain and demonstrate concepts of Java programming.
* Guided students to better understand the concepts of object oriented programming and application of Java Logic in simple applications.

**Room Attendant**

*Sandman Signature Hotels – June 2015 – September 2015 (Kamloops)*

* Worked in a team of 15 to clean rooms and maintain a healthy hygiene for customers staying. Demonstrated great customer service and time management skills to accomplish target rooms in given time.

**Steel Fabrication Apprentice**

*J.B.T Engineering Works LTD – 2011 – 2014 (Kampala)*

* Worked in a team of 8-9 engineers to design and create steel structures and cut and welded steel pieces with minimal errors and wastage.

**References**

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| **Reuben Onyango (Student Advisor TRU)**  Telephone: 250-852-7234  Email: [ronyango@tru.ca](mailto:ronyango@tru.ca) | **Mohd Abdullah (Senior Instructor TRU)**  Telephone: 250-851-9393  Email: mohda@tru.ca |
| **Sukhwinder Kaur (Owner Spice Of India)**  Telephone: 250-879-0038 |  |