

Ravneet kaur

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Brampton, Ontario

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An enthusiastic and dedicated worker. Extremely organized with the ability to work both independently of own initiative or as part of a successful team, demonstrating the motivation and multi-tasking abilities required to meet demanding deadlines while maintaining the highest of standards. Ability to work in a fast-paced environment with attention to detail. Always ready to learn new skills. Optimistic attitude towards problems.

Personal Details

Education

Currently studying (2022-2024) Diploma of computer programming
Seneca international academy, Markham, Ontario

Year 10+2

March 2021 (completed) Super medical
CBSE board, Bardwal, Dhuri, Punjab, India

Diploma in computer application

March 2022 (completed) Escol computer center, Sherpur, Punjab 148025, India

Work experience

Data entry - Escol Computer Center, Sherpur (Punjab)

- Maintaining database by inserting and updating students' information
- Preparing source data for computer entry

Language skills

English Punjabi Hindi - Expert

Other skills

Dedicated and Determined

Hard working ethics

Good team worker

Critical thinking

Great management abilities to handle every situation

