

OM SHARMA

Cell: +1 (647)869-9344 · Address: 3345 Chipley Crescent, Mississauga, Ontario, L4T2E3

Email- omsharma2002decom@gmail.com

SKILLS SUMMARY

- *Communication skills (Multilingual)* – Fluent in English, Hindi and Punjabi languages.
- *Teamwork* – Excellent team player with strong team building, collaboration and customer relation.
- Equipped with brief knowledge of Microsoft office (Word, Excel, PowerPoint) on Windows or Mac OS
- *Additional skills* – Adaptability, Punctuality, Positive Attitude, Ability to carry heavy weight items.
- Prioritization, Multitasking and problem-solving ability in fast paced environment.
- Able to handle cash at point of sale and telephone orders.

EXPERIENCE

WAREHOUSE LABOUR

JANUARY 2022 - PRESENT

AT TFCORP LOGISTICS, ETOBICOKE, ONTARIO

- Working in fast-paced environment with speed and accuracy.
- Giving attention to every detail make sure conveyor system keeps moving.
- Loading and unloading packages weighing up to 45lbs from trailer.
- Preparing skids: stocking packages on skids and wrapping with plastic sheet.
- Scanning barcode on packages and grouping them according to their destination.

CASHIER

APRIL 2021 – AUGUST 2021

AT V-MART, JALANDHAR, INDIA

- Provided positive customer experience with fair, friendly, and courteous service.
- Registered sales on cash register by scanning items and totaling customers' purchases.
- Resolved customer issues and answered questions.
- Greeted customers as they come in queue.

VOLUNTEER (FOOD PANTRY: SIKH TEMPLE)

DECEMBER 2020 – MARCH 2021

AT GURDWARA NIHAL SINGH JI, JALANDHAR, INDIA

- Responsible for food sorting, categorizing perishable and non-perishable food donations.
- Helped in vegetable prep, cleaning, dishwashing, and food distribution.
- Maintained sanitization by cleaning and maintaining all areas of the kitchen.

EDUCATION

- Currently studying *Computer Programming* at Seneca college, Newnham campus (January 2022 – September 2023)
- Completed high school from K.V.1 Jalandhar, Punjab in March 2020 with Mathematics as major subject.

AVAILABILITY (FLEXIBLE- PART-TIME: 20 HOURS/WEEK)

- | | | |
|--------------|----------------|------------------------------|
| • Monday: | After 12 pm | *Available for Night Shifts* |
| • Tuesday: | All Day | *Available for Night Shifts* |
| • Wednesday: | After 12 pm | *Available for Night Shifts* |
| • Thursday: | After 12 pm | *Available for Night Shifts* |
| • Friday: | After 12 pm | *Available for Night Shifts* |
| • Saturday: | All Day | *Available for Night Shifts* |
| • Sunday: | All Day | *Available for Night Shifts* |

References are available on demand