PATEL SHIVKUMAR HITESHKUMAR

+1 9057817516

470 Sentinel Road

North York, M3J1V6

# OBJECTIVE

Looking forward to a part-time work in an atmosphere where I can make a difference, and not just be another payroll figure. So that, I can make my student life experiencing and beautiful.

# EDUTIONAL QUALIFICATION

* At present, I am studying Advance Diploma course of Computer Programming and Analysis at Seneca College.
* I had completed my 10th grade in 2018-19 with 71% under the Gujrat Secondary Education Board.
* I had completed my 12 th grade in 2020-21 in Science stream with Maths, Physics and Chemistry as main subjects and securing 69% under Gujarat Secondary and Higher secondary Education Board.

# SKILLS & ABILITES

* Communication Skills :- Interact easily in English language with others .
* Teamwork :- Excellent team player and willing to collaborate with peoples of different fields.
* Reliability :- Punctual person who meets the deadline on-time.
* Hardworking :- Work with passion and dedication .
* Quick Learner :- Learn new things quickly and easily .

# EXPERIENCE

I have an experience of doing work with a nation-wide grocery chain named as D-Mart in India in my locality. I had done part time job for six months (Feb 2022 to Jul 2022) as Customer Service Representative.

I used to do-

* + Resolve the customer complaints via phones, emails or by face to face.
  + Greet customers warmly and ascertain problems and reason for calling.
  + Assist with placements of orders, or exchange.

# AVAILIBILITY

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| Open (2pm  Onwards) | Open (4pm  Onwards) | Open (4pm  Onwards) | Not Available | Open (Any-  Time) | Open (Any-  Time) | Open (Any-  Time) |

\*\*Monday-Thursday only Afternoon Shifts Are Preferred.

\*\*Friday and Weekends All Shifts Are Preferred.

Thank you,

