

HARPREET KAUR

AVAILABILITY : Thursday - Sunday (FULL DAY)

Monday and Wednesday (EVENINGS)
Tuesday (MORNING)

SUMMARY

Driven and focused individual with an interest for delivering exceptional experiences. Seeking a role in a dynamic environment where I can utilize attention to detail, and dedication to providing outstanding service to contribute to the success of organization

Phone:
(825) 888-4416

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Address: 1940 160 St SW,
Edmonton, Alberta, T6W 4X6

EDUCATION

Northern Alberta institute of technology | 2025-2027 expected

Business Administration (Management)

- Relevant Coursework: Principles of management, financial accounting, Marketing fundamentals, Business communication, Organizational behaviour, Business law and ethics, etc

EXPERIENCE

V2 Fashion, Amritsar, India | 2023 - 2024

Sales associate

- Assisted customers with product selection and sizing.
- Maintained clean, organized sales floor.
- Handled cash and card transactions.
- Restocked shelves and managed inventory.
- Met sales goals and promoted store promotions.
- Provided fitting room support.

Vishal electronics, Amritsar, India | 2022-2023

Cashier

- Handled cash, debit, and credit transactions.
- Provided friendly customer service.
- Processed returns and exchanges.
- Kept checkout area clean and organized.
- Assisted with restocking front-end items.
- Helped train new cashiers.

VOLUNTEER WORK

DAV International School | Amritsar, India

Exhibition event coordinator

- Assisted in planning and setting up exhibition skills, ensuring proper organizational & presentation
- Welcomed and guided visitors, providing information about exhibits and answering queries.
- Coordinated with team members to manage schedules, materials, and logistics.

SKILLS

- Proficient in microsoft office
 - Consistency
 - Transaction processing
 - Cash handling
 - Cleanliness standard
 - Safety procedures
 - Team collaboration
 - Attention to detail
 - Accuracy
 - Friendly attitude
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