

Navjot Sharma

Edmonton, AB T5H 3H9

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+18257852786

- Excellent interpersonal, planning, team management and customer service skills.
- Dedicated worker, quick learner, flexible, upbeat and easy-going.
- Excellent work ethics, self-motivated, enjoy working with people and love challenges.

Work Experience

Parking Attendant

Imperial Parking Corporation Canada - Edmonton, AB

January 2024 to Present

Customer Service Representative

Nabha Farm Equipments - Nabha, Punjab

March 2022 to October 2023

- Answered Customers queries and complaints.
- Promoted and sold Agricultural Equipments.
- Took orders from Customers.
- Delivered and Installed Agricultural Equipments.
- Maintained cash Register.
- Repaired and operated Agricultural Equipments and machinery.
- Kept a record of stock and pending orders.
- Trained new staff and worked in a team.

Education

Associate's degree in Early Childhood Education

Grand MacEwan University - Edmonton, AB

January 2024 to Present

Trade Certificate in Craftman Training Scheme

Global Pvt. Iti Nabha Patiala Road Patiala - Patiala, Punjab

August 2022 to July 2023

Grade 12 Education in Social Sciences - Political Science & Geography and Health & Physical Education

Baba Aapo Aap Senior Secondary School - Patiala, Punjab

April 2020 to May 2021

Skills

- Serving Experience

- Cashiering
- Cash Handling
- Landscape Maintenance
- Team Management
- Writing Skills
- Presentation Skills
- Management

Languages

- English - Fluent
- Hindi - Fluent
- Punjabi - Advanced