



Shefali Sharma

416-786-3971

shelialsharmaspd@gmail.com

94 Trailridge Crescent, Scarborough, Ontario M1E 4C5

### **Work Experience**

- 2 years experience at HCL technologies (India) as an Analyst.

### **Education**

- Software Engineering Technology (Pursuing) — Centennial College, Ontario, Canada
- Masters of Computer Application — Advanced Institute of Technology & Management

### **Skills & Work Habit Profile**

- Computer Skills – Ms Office, windows & MAC OS.
- Oral communication skills – Friendly, approachable and able to effectively communicate with client and staff.
- Organization – Excellent and able to prioritize when faced with number of tasks.
- Reliability – Punctual worker who uses time effectively to meet deadlines.
- Team Work – Promote team work and work respectfully with others.

### **Availability**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Full Time	Not available	Full Time	Not available	Full Time	After 01:00 PM	Not available