NAME:SIMRANJIT KAUR

PHONE NUMBER: +19057816901

EMAIL:simranjitkaur291019@gmail.com

SKILLS SUMMARY

* *Communication Skills* (*Multilingual)* - Fluent in English, Hindi, and Punjabi languages
* *Teamwork* - Excellent team player with focus on collaboration, team-building and customer relations
* *Money Math Skills* - Responsible for handling cash at Point of Sales (POS) and Telephone orders
* *Additional skills:* Punctuality, Adaptability, Positive Attitude.
* Prioritization, Multitasking, and problem-solving abilities in fast paced environment
* Comfortable with Microsoft Office (Word, Excel, PowerPoint) on Window or Mac OS

EDUCATION

Seneca College, Toronto, ON

Advanced Diploma, Computer Programming (CPP)

Expected Graduation – August 2024

**Completed high schooling from Woodland Overseas School, Punjab, India**

High School Diploma

Graduation – July 2021

National Institute of Computer Education, Punjab, India

Course: C&C++

Relevant Coursework:

HTML, C&C++

WORK EXPERIENCE

**SERVER – EGGSMART, MARKHAM (10TH MAY) currently employed**

**SERVER- EAST SIDE MARIO, Aurora( July- October)**

* Provided positive customer experience with fair, friendly, and courteous service.
* Maintained sanitization by cleaning.
* Have a good knowledge about making drinks , serving and taking orders.
* Adhered to proper food handling, safety, and sanitization standards during food preparation.
* Resolved customer issues and answers questions.

**AVAILABILITY**

* Monday: 3:00pm to closing
* Wednesday: 3:00pm to closing
* Friday: 12:00pm to closing
* Saturday: 2pm to closing
* Sunday: 2:00 to closing