GURUSHARAN SINGH

MONTREAL , QUEBEC

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**SUMMARY**

*Energetic and enthusiastic college student with strong interpersonal skills and a passion for interacting with customers seeks a part-time role at your company to further develop my communication, customer service, and organizational skills. My experience as a part-time cashier and salesperson can help me carry out my duties successfully in a similar environment with minimal training.*.

**KEY SKILLS**

* Ability to work under pressure • Knowledge of POS system • Crowd handler • Conflict resolution • Verbal communication

**EDUCATION**

**LASALLE COLLEGE**, MONTREAL *May 2024 – March 2026*

***DIPLOMA IN I.T.***

Key coursework : Mathematics , Data programming , Database and algorithms

**SETH M.R. JAIPURIA SCHOOL**, HARDOI *May 2021 – Apr 2023*

**Completed 12th**

Key coursework : Mathematics , Physics , Chemistry

**WORK EXPERIENCE**

**Company Name – JAW industries, India**  *May 2023 – March,2024*

***Cashier***

* Helped the company to manage their expenses by writing it down on notebook as well as on MS word,.
* Helped them in restocking the inventory and adding it to the system.
* Worked as a trainee under sales department and managed customer on call for solving their queries.

**Company Name – Cool and fire***June 2022 – March 2023*

***Cashier and part-time waiter***

* Cash flow was recorded on notebook as well as Microsoft word.
* My crew including me has increased the sales by 12% in 5 months and was awarded as ‘Best employee of the month’.
* Gave the knowledge of offers to the customers for enriching their overall experience.
* During rush hours, queue was made for the customers and food was served as first come , first served basis.
* Free drinkable water was provided for customers and chairs were reserved for old customers by me and my team.

**PROJECTS UNDERTAKEN**

* **Cash Management [Financial Management]** - Analysis of Cash Management systems employed in the Banking Sector, including basic strategies for managing collections and disbursement, Cash Flows, and Optimum Balance decision.

**AWARDS & ACHIEVEMENTS**

* Best employee of the month *November 2023*
* Best salesperson of the month January 2024

***LANGUAGE PROFICIENCY***

* ***English (professional)***
* ***French (basic – can meet and greet in French) [currently taking classes]***

***AVAILBILITY***

* ***Monday to Friday ( 21:00 – 07:00 )***
* ***Saturday to Sunday (00:00 – 00:00 )***